

**2018 - 19**



# **ANNUAL REPORT**

**BOJANALA PLATINUM DISTRICT  
MUNICIPALITY**

# Contents

## CONTENTS

CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY .....	5
EXECUTIVE SUMMARY .....	8
1.1. MUNICIPAL MANAGER’S OVERVIEW .....	8
1.2. MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW ..	9
1.3. ORGANISATIONAL DEVELOPMENT OVERVIEW .....	13
1.4. FINANCIAL HEALTH OVERVIEW .....	16
1.5. AUDITOR GENERAL REPORT .....	17
1.6. STATUTORY ANNUAL REPORT PROCESS .....	18
CHAPTER 2 – GOVERNANCE .....	19
COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE .....	19
2.1 POLITICAL GOVERNANCE.....	19
2.2 ADMINISTRATIVE GOVERNANCE .....	20
COMPONENT B: INTERGOVERNMENTAL RELATIONS .....	23
2.3 INTERGOVERNMENTAL RELATIONS .....	23
COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION .....	26
2.4 PUBLIC MEETINGS .....	26
2.5 IDP PARTICIPATION AND ALIGNMENT .....	26
COMPONENT D: CORPORATE GOVERNANCE .....	27
2.6 RISK MANAGEMENT .....	27
2.7 ANTI-CORRUPTION AND FRAUD .....	27
2.8 SUPPLY CHAIN MANAGEMENT .....	29
2.9 WEBSITES .....	30
CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I) .....	31
COMPONENT C: PLANNING AND DEVELOPMENT .....	35
3.10 PLANNING .....	35
3.11 LOCAL ECONOMIC DEVELOPMENT .....	36

# Contents

COMPONENT G: SECURITY AND SAFETY .....	36
3.21    FIRE AND EMERGENCY SERVICES .....	37
3.22    DISASTER MANAGEMENT .....	37
COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES .....	46
3.24    EXECUTIVE COUNCIL .....	47
CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II) .....	54
COMPONENT A: INTRODUCTION TO THE MUNICIPAL PERSONNEL .....	54
4.1    EMPLOYEE TOTALS, TURNOVER AND VACANCIES .....	54
COMPONENT B: MANAGING THE MUNICIPAL WORKFORCE .....	55
4.2    POLICIES .....	55
4.3    INJURIES, SICKNESS AND SUSPENSIONS .....	55
4.4    PERFORMANCE REWARDS .....	56
CHAPTER 5 – FINANCIAL PERFORMANCE .....	57
CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS .....	
COMPONENT A: AUDITOR-GENERAL OPINION OF FINANCIAL STATEMENTS Year 2017/18.....	
6.1    AUDITOR GENERAL REPORTS Year 2017/18.....	60
COMPONENT B: AUDITOR-GENERAL OPINION YEAR 2018/19 .....	
6.2    AUDITOR GENERAL REPORT YEAR 2018/19 .....	
GLOSSARY .....	72
APPENDICES.....	74
APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE .....	74
APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES.....	76
APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE .....	77
APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS .....	78

# Contents

CHAPTER 9 - AUDIT COMMITTEE REPORT .....	80
CHAPTER 10 - ANNUAL PERFORMANCE REPORT .....	81
CHAPTER 11 - POST AUDIT ACTION PLAN .....	
CHAPTER 12 - ORGANISATIONAL STRUCTURE .....	100
 VOLUME II: ANNUAL FINANCIAL STATEMENTS .....	

# Contents

## CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY

### EXECUTIVE MAYOR’S FOREWORD

Tabling of the annual report 2018/ 2019 is in compliance with Section 127 of the MFMA Act no 56 of 2003 which deals with submission and tabling of annual reports. According to subsection (2), The Mayor of a municipality must, within seven months after the end of the financial year, table in the municipal council the annual report of the municipality.

Sub section (3) further states that if the Mayor, for whatever reason, is unable to table in the council the annual report of the municipality, within seven months after the end of the financial year to which the report relates, the Mayor must:

- (a) promptly submit to the council a written explanation referred to in section 133(l)(a) setting out the reasons for the delay, together with any components of the annual report listed in section 121(3) or (4) that are ready; and
- (b) submit to the Council the outstanding annual report or the outstanding components of the annual report as soon as may be possible.

Taking cognizance, the legislative compliance, we also need to take into account a series of unfortunate events that transpired during the 2018/2019 financial year.

The municipality could not finalise the compilation of the annual report and annual financial statements timeously, due to the prolonged labour protests as salary payments were delayed in July, September and October 2019, respectively. This, had unfortunately led to lost time as employees did not report for work. Administration had collapsed, meaning that there were was no human resource capacity to work on the compilation beyond reasonable time resulting in limited time for both the Annual report and Annual Financial Statements at the appropriate time.

It is in this spirit that I am stating written reasons to Council in compliance with Section 133(a) of the MFMA which states that the Mayor must promptly table in the Council a written explanation setting out reasons for the failure to submit Annual Financial Statements to the Auditor-General in accordance with Section 126 or tabling of the annual report in accordance with Section 127(2).

It gives me a great pleasure to present the Annual Report 2018/ 2019 of Bojanala Platinum District Municipality to all stakeholders as an expression of commitment to public participation, service delivery, clean accountable government because in the spirit of working together.

# Preface

During the period under review, there are highlights, success, and milestones registered in provision of service delivery, against the strategic objectives as set out in the IDP and SDBIP, despite financial and governance challenges that the municipality faced.

This report tracks the Municipality's operational performance in the context of the priorities reflected in its approved five-year Integrated Development Plan (IDP) document and 2018/19 Service Delivery and Budget Implementation Plan (SDBIP). It is with great pride to highlight the effort taken by the municipality to ensure that the IDP and Budget processes are aligned; that the SDBIP is linked to the IDP and that public participation have been done as required by legislation. We are confident that through the Integrated Development Plan the municipality will be in a position to deliver services in line with constitutional mandate.

In view of all the basic service delivery backlogs within our district municipality, our municipal officials, together with sector departments, have developed strategies and programmes to address the matter. The current status of basic services backlog shows a decrease in the number of people who do not have access to basic services. With these results to date, it clearly indicates that Bojanala Platinum District Municipality will be one of the district municipalities to provide universal access to basic services in 2019/20.

**The Municipality recorded progress in achieving objectives in terms of the five key performance areas applicable to local government, as are reflected below and outlined in this Annual Report:**

- Basic Service Delivery and Infrastructure Development
- Municipal Transformation and Development
- Local Economic Development
- Municipal Financial Viability and Management
- Good Governance and Public Participation

Having said this, it is disappointing to note that our audit remains a disclaimer which then challenge us to recommit and direct our efforts towards attaining an improved audit opinion

**In March 2019, an amount of R134 million was erroneously transferred into the bank account of Bojanala Platinum District Municipality by the Provincial Department of Human Settlement. The transferred amount was not appropriated in the approved Budget and disclosed to Council and therefore resulted into unauthorised expenditure. As at 30 June 2019, the Council had not noted the expenditure report of the aforesaid amount. However, the same amount was refunded with the first tranche of equitable share for 2019/ 2020 financial year**

# Preface

During the year, various methods and/or processes were used to increase public awareness on service availability engage public in decision making and improve accountability to communities.

Chapter 4 of the Municipal Systems Act, 2000 compels the municipality to create conditions for communities to participate in its affairs. Our District municipality, as a client centred organization, values the role of its stakeholders. We have notably benefited from support programmes and initiatives by external stakeholders, Magosi of our district, religious groups and sector departments.

## **Future actions**

We commit to ensure that there will be functional structures in place to improve institutional capacity for sound governance system and to provide efficient council committees and oversight role on council matters. The need to revive/ resuscitate intergovernmental relations in pursuit of the newly launched Khauleza district based model. We will continue to play oversight role specifically for attainment of improved audit outcomes and implementation of the audit improvement action plan in the next financial year. Compliance with relevant legislations is very important for us to have solid governance and administration, it will therefore be the order of the day in the financial year

## **Conclusion**

The achievements reflected in this annual report are a direct result of the combined efforts of the political leadership, administrative management and all municipal officials who work tirelessly to ensure that the services delivery needs of residents of Bojanala Platinum District Municipality are met.

In conclusion, I therefore call on Council, the administration and all the residents of the municipality to join me on this demanding, challenging, but conquerable journey to make Bojanala Platinum District Municipality a better place for all citizens that reside here.

---

**CLLR. FETSANG MOLOSIWA**  
**EXECUTIVE MAYOR**

# Preface

## EXECUTIVE SUMMARY

### MUNICIPAL MANAGER'S OVERVIEW

As the Acting Municipal Manager of Bojanala Platinum District Municipality, I hereby present the Annual Report for the year 2018/19 Financial Year. Section 46 and 121 (a) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), the Local Government : Municipal Finance Management Act, 2003 (Act 56 of 2003) as well as the National Treasury Circular 11 issued by the Department of Local Government and Human Settlement respectively has given rise to the development of this 2018/19 Annual Report.

The primary purpose of an Annual Report is to:-

- Provide a record of activities of the District Municipality for the 2018/19 Financial Year
- Provide a report on the performance against the pre-determined objectives as outlined in the approved Service Delivery and Budget Implementation Plan (SDBIP) and the Annual Budget
- Promote accountability to the residents of the District Municipality for the decisions made throughout the financial year by assisting our Councillors, Local Municipalities, the North West Provincial Legislature, our district communities and other users of the Annual Report with information and achieved progress made on service delivery in general.

Bojanala Platinum District Municipality is a creature of state, in particular the Constitution of the Republic of South Africa, 1996 and thus it must account to its various constituencies and stakeholders.

As a category C municipality with an Executive Mayoral System without demarcated wards, the District Municipality of Bojanala is constituted of five Local Municipalities of Moretele, Madibeng, Moses Kotane, Rustenburg and Kgetleng-Rivier.

In terms of the assigned powers and functions, BPDM does not provide basic services but coordinate & support, in line with section 88(2) the Municipal Structures Act 117 of 1998, to its local municipalities. Within its scope of powers and functions, BPDM provides disaster management and firefighting services.

North West lies in the northern part of South Africa, north - east of the Northern Cape Province, west of the Free State Province and Gauteng Province and south of Limpopo Province. It borders Botswana in the east. The Geographical size of North West is 105703.4 km<sup>2</sup>.

North West has excellent regional and intraregional accessibility supported by a system of regional and national linkages, providing different levels of mobility within the province.



# Preface

The main concentrations of economic activity provide the regional activity centres, which provide collectively the basis for the development of future development corridors and already accommodate a strong urbanisation trend. Approximately **63%** of the total economic activity of North West is concentrated into the 4 local economies of Madibeng, Rustenburg, Mahikeng and Matlosana Municipalities. These municipalities represent approximately 50% of the North West population and **58%** of the North West labour force.

All the main concentrations experienced very low or declining economic growth rates. The population growth rates within these concentrations are exceeding the population growth rates by far especially in Madibeng (2.4%) and Rustenburg (3.1%).

Should slow economic growth rates prevail, it can be expected that it will assist in lower incomes and GVA's per capita and higher unemployment. High employment growth rates are however necessary to ensure the eradication of poverty. The concentration of economic activities into the 4 municipalities supported by the large accessible activity nodes of Madibeng, Rustenburg, Mahikeng and Matlosana provides a strong basis for further urbanisation and nuclei for attracting and distributing economic development.

As the Acting Municipal Manager of the District Municipality of Bojanala Platinum, allow me to take this opportunity to express my sincerest gratitude to all the staff members for their dedication and commitment as none of the achievements would not have been possible without them.

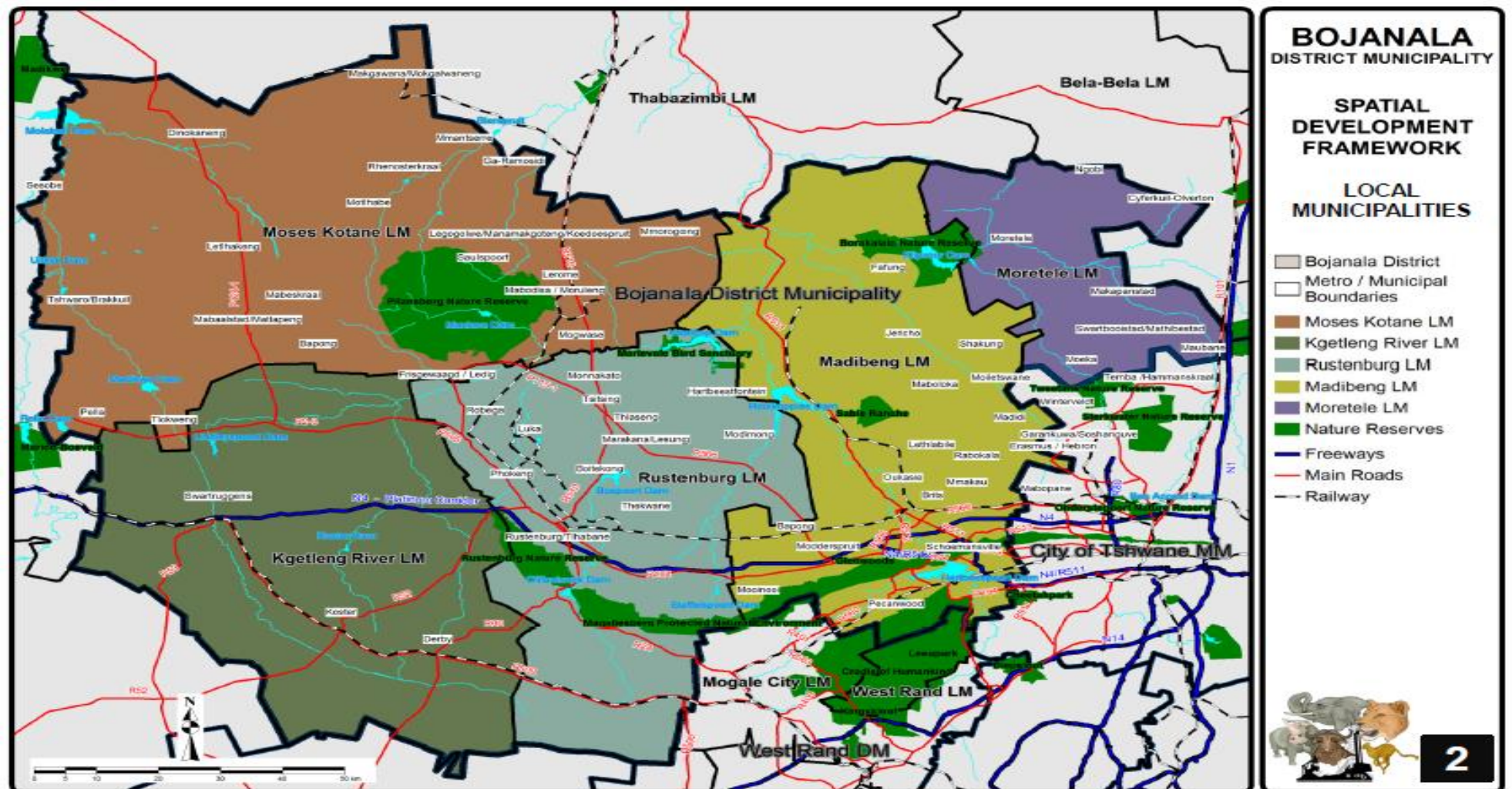
I would also like to pay a special tribute to the Executive Mayor, Cllr Fetsang Molosiwa and her formidable team of Councilors for their leadership, guidance and support during the 2018/19 financial year.

---

**Ms DESIREE TLHOAELE**  
**ACTING MUNICIPAL MANAGER**

# Contents

THE MAP BELOW DEMONSTRATES THE GEOGRAPHICAL LOCATION OF THE FIVE LOCAL MUNICIPALITIES WITHIN THE DISTRICT



## **1.2 MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW**

### **MUNICIPAL OVERVIEW**

The Bojanala Platinum District Municipality is strategically located on the North- Eastern side of the North West Province. It is a Category C municipality and comprises of five Local Municipalities which are Rustenburg Local Municipality, Moses Kotane Local Municipality, Kgetleng-rivier Local Municipality, Madibeng Local Municipality and Moretele Local Municipality.

The population of the Bojanala Platinum District is estimated to be 1 657 148. This is approximately 44% of the total population of the North-West province. The majority of the area can be classified as rural with very low densities that make the provision of basic services very difficult and expensive.

The more formal urban areas are located in the southern side of the district, these include Rustenburg and Brits which are vibrant economic nodes. There are other small noticeable nodes in the southern area located in Kgetlengrivier Municipality namely: Koster and Swartruggens.

### **MUNICIPAL FUNCTIONS**

The mandate of the municipality, as espoused in Section 152 of the Constitution, is:

- To provide democratic and accountable government for local communities;
- To ensure the provision of services to communities in a sustainable manner;
- To promote social and economic development;
- To promote a safe and healthy environment; and
- To encourage the involvement of communities and community organisations in the matters of Local Government.

### **POWERS AND FUNCTIONS**

#### **84. Division of functions and powers between district and local municipalities-**

(1) A district municipality has the following functions and powers:-

- (a) Integrated Development Planning for the district municipality as a whole, including framework for integrated development plans for all municipalities in the area of the district municipality.
- (b) Potable water supply systems.
- (c) Bulk supply of electricity, which includes for the purposes of such supply, the transmission, distribution and, where applicable, the generation of electricity.
- (d) Domestic waste-water and sewage disposal systems.
- (e) Solid waste disposal sites, in so far as it relates to-
  - (i) The determination of a waste disposal strategy;
  - (ii) The regulation of waste disposal;
  - (iii) The establishment, operation and control of waste disposal sites, bulk waste transfer facilities and waste disposal facilities for more than one local municipality in the district
- (f) Municipal roads which form an integral part of a road transport system for the area of the district municipality as a whole.
- (g) Regulation of passenger transport services.
- (h) Municipal airports serving the area of the district municipality as a whole.
- (i) Municipal health services.

- (j) Fire fighting services serving the area of the district municipality as a whole, which includes:-
  - (i) Planning, co-ordination and regulation of fire services;
  - (ii) Specialised fire fighting services such as mountain, veld and chemical fire services;
  - (iii) Co-ordination of the standardisation of infrastructure, vehicles, equipment and procedures;
  - (iv) Training of fire officers.
- (k) The establishment, conduct and control of fresh produce markets and abattoirs serving the area of a major proportion of the municipalities in the district.
- (l) The establishment, conduct and control of cemeteries and crematoria serving the area of a major proportion of municipalities in the district.
- (m) Promotion of local tourism for the area of the district municipality
- (n) Municipal public works relating to any of the above functions or any other functions assigned to the district municipality.
- (o) The receipt, allocation and, if applicable, the distribution of grants made to the district municipality.
- (p) The imposition and collection of taxes, levies and duties as related to the above functions or as may be assigned to the district municipality in terms of national legislation.

## ENVIRONMENTAL OVERVIEW

### LAND USE

The most significant land uses in the BPDM are the mining, agriculture and tourism industries, resulting in much of the land being anthropogenically influenced. Large percentages of the world's chrome and platinum reserves are located in the BPDM, and the mining industry thus dominates the economy of the BPDM. Another key sector in the BPDM's economy is the agricultural industry. The tourism industry has growth potential, with many natural and cultural resources located within the BPDM's area of jurisdiction.

### AIR QUALITY

PM10 and SO<sub>2</sub> levels are consistently high in urban areas. Low air quality levels are especially experienced around the mines and other industrial areas in the BPDM. Low-income residential areas use coal and/or wood for fuel, further contributing to low air quality in these areas. The protected areas and nature reserves are areas of low anthropogenic influence on the air quality in these regions. Levels of hexavalent chrome (a pollutant) in the BPDM require monitoring (via the emission licence process).

### WATER

The main river in the BPDM is the **Crocodile River**, with several of its tributaries and dams contributing to the availability of water for use. Rand Water also imports water from the Upper Vaal Water Management Area for urban and mining use. A project for the export of water to Modimolle in Limpopo Province is scheduled in the near future and must be considered in the available water quantity in the BPDM area. Groundwater resources, the quality of which are good-moderate, are used by the agricultural and rural communities. However, the salinity of groundwater resources is high due to the agricultural activities. Return flows from Gauteng that contain sewage pollution and acid mine drainage water have a major negative effect on the water quality in the BPDM's area. Eutrophication also adds to the issues surrounding water quality, resulting in further impacts on the recreational potential of the water resources within the BPDM's area.

**Klipvoor Dam** is located 55km north of Brits, North West. The main purpose of the dam is to serve for irrigation and its hazard potential has been ranked as high.



**Hartbeespoort Dam** is situated in the North West Province, it lies in a valley to the south of the Magaliesberg mountain range and north of the Witwatersberg mountain range, about 35km west of Pretoria. The dam has suffered from a hypertrophic state since the early 1970s resulting from high concentrations of phosphates and nitrates in the Crocodile River, the major inflow. The extreme level of eutrophication is evident in excessive growth of microscopic algae. Mismanagement of waste water treatment from urban zones within the Hartbeespoort Dam catchment area are largely to blame. The dam also supplies irrigation water to farmlands.

## **BIODIVERSITY**

The BPDM is dominated by the savannah biome (74% of the BPDM is still in a natural condition), but a small section of the grassland biome is represented. Of the 23 vegetation types, five are vulnerable, two are endangered, three are wetland types and 13 are least concerned. Six nature reserves form the majority of the 6.3% of officially protected areas in the BPDM. There are 3,731 wetlands, which cover 23,960 hectares. Of the 78 red data listed species, 14 are plants, six are mammals, 41 are birds, nine are invertebrates, five are herpetofauna and three are fish species.

### 1.3 ORGANISATIONAL DEVELOPMENT OVERVIEW

#### ORGANISATIONAL DEVELOPMENT PERFORMANCE

In terms of the South African Local Government Bargaining Council's collective agreement, employees are entitled to Medical Aid, Pension Fund/Gratuity Fund, Housing Subsidy/Rental Subsidy, Bursary Fund and Travelling and Allowance. Though some benefits accrue on the basis of the collective agreement referred to above, some benefits e.g. bursaries are benefits accorded to employees by virtue of Council's own discretion.

In terms of the Employment Equity Act, 1998, the Municipality has in its employ 178 males and 168 females. Out of 351 workforce (employees), 5 males and 2 females were at the management echelon, 52 males in middle management, 50 females in middle management, 98 male professionals, 74 female professionals, 15 males semi-skilled, 13 females semi-skilled, 4 males unskilled and 17 females unskilled, 8 males temporary and 14 females temporary

#### Personnel

During the year under review 2018/19, Bojanala Platinum District Municipality had 54 vacant positions.

The following BPDM employees were appointed in 2018/19 financial year:

No.	NAME & SURNAME	DESIGNATION	GENDER	EMPLOYMENT DATE
1.	T Lenake	Director HES	M	2019/01/01
2.	FM Temba	Secretary to MMC	F	2019/01/01
3.	BM Makganye	Director EDTAR	F	2019/01/01
4.	TB Dikgole	PMS Coordinator	F	2019/01/01
5.	B Mmope	General Worker (Cleaner)	F	2019/01/01
6.	GI Kekana	Executive Secretary	F	2019/04/01
7.	ME Ngwasheng	Manager Legal Services	M	2019/05/01

**The following BPDM employees were promoted during 2018/19 financial year**

No.	NAME & SURNAME	DESIGNATION	GENDER	PROMOTION DATE
1.	KH Mpete	HR Manager	M	2019/01/01
2.	G Rangata	Station Officer	M	2019/0/01
3.	K Molusi	Senior EHP	F	2019/01/01
4.	M Modise	Station Officer	M	2019/01/01
5.	MS Tsheole	Senior EHP	M	2019/01/01
6.	M Sedio	Station Officer	F	2019/01/01
7.	D Khunou	Chief Fire Officer	M	2019/01/01
8.	B Makgae	Station Officer	M	2019/01/01
9.	F Modibane	Station Officer	M	2019/01/01

**The following BPDM employees resigned in 2018/19 financial year**

No.	NAME & SURNAME	DESIGNATION	GENDER	RESIGNATION DATE
1.	BR Motebele	Creditors Clerk	M	2018/12/31
2.	HM Papa	BPDM Intern	M	2019/03/01
3.	ME Motlhaga	BPDM Intern	F	2018/12/31
4.	RT Phetoe	BPDM Intern	F	2019/05/31
5.	SM Ramoshoana	BPDM Intern	F	2019/05/31
6.	TB Dikgole	Executive Secretary	F	2018/12/31
7.	F Mapela	Manager Office of the Single Whip	F	2018/08/31

**The following BPDM employees' contracts expired during 2018/19 financial year:**

No.	NAME & SURNAME	DESIGNATION	GENDER	EXPIRY DATE
1.	GT Lenake	Director HES	M	2018/07/31
2.	OS Boitseng	Director EDTAR	M	2018/07/31

The following BPDM employees retired during 2018/19 financial year:

No.	NAME & SURNAME	DESIGNATION	GENDER	RETIREMENT DATE
1.	JB Belgrove	Chief Environmental Officer	M	2018/10/31
2.	TN Mbuqa	Driver	M	2019/02/28

The following BPDM employees were suspended during 2018/19 financial year:

No.	NAME & SURNAME	DESIGNATION	GENDER	PERIOD OF SUSPENSION
1.	Nontozelizwe J. Masekwane	Manager – Municipal Health Services	F	15/10/2018 – 14/04/2019
2.	Thapelo B. Mfolwe	Leading Fire Fighter	M	21/01/2019 – 20/04/2019
3.	Neo L. Moloisane	Senior Fire Fighter	F	21/01/2019 – 20/04/2019

### Skills Development

In line with the Skills Development of the institution. It is also a legislative requirement that Workplace Skills Plans and Annual Training Reports be submitted to LGSETA by 30 June each year.

In order to comply with the Skills Development Act, 1998 the BPDM conducted training for personnel in the following areas:

NO	TRAINING/COURSE NAME	NUMBER OF ATTENDANTS
1	Disaster Risk Management	3
2	Records Management	3
3	Events Safety Management	1
4.	Records Management for the Public Sector	3
5.	Environmental Management Training	1
6.	Pay Day Training	5
7.	Pump Driver Operator Course	9
8.	Municipal Finance Management Programme	5
9.	South African Sign Language	1
10.	Scuba Diving	6



## 1.4 FINANCIAL HEALTH OVERVIEW

Financial Overview: Year 2018/19			
			R'000
Details	Original Budget	Adjustment Budget	Actual
Income:			
Grants			
Taxes, Levies and tariffs			
Other			
Sub Total			
Less: Expenditure			
*Note: surplus/(deficit)			

Operating Ratios	
Detail	%
Employee Cost	
Repairs & Maintenance	
Finance Charges & Impairment	

## **1.5 AUDITOR GENERAL REPORT**

### **AUDITOR GENERAL REPORT: YEAR 2018/19**

## 1.6 STATUTORY ANNUAL REPORT PROCESS

No	Activity	Timeframe
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period	July
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting).	
3	Finalise the 4th quarter Report for previous financial year	
4	Submit draft Annual Report to Internal Audit and Auditor-General	
5	Municipal entities submit draft annual reports to MM	
6	Audit/Performance committee considers draft Annual Report of municipality and entities (where relevant)	August
8	Mayor tables the unaudited Annual Report	
9	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General	
10	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	
11	Auditor General audits Annual Report including consolidated Annual Financial Statements and Performance data	September - November
12	Municipalities receive and start to address the Auditor General's comments	January
13	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	
14	Audited Annual Report is made public and representation is invited	
15	Oversight Committee assesses Annual Report	
16	Council adopts Oversight report	March
17	Oversight report is made public	
18	Oversight report is submitted to relevant provincial councils	
19	Commencement of draft Budget/ IDP finalisation for next financial year. Annual Report and Oversight Reports to be used as input	March

## **CHAPTER 2 – GOVERNANCE**

### **POLITICAL AND ADMINISTRATIVE GOVERNANCE**

#### **2.1 POLITICAL GOVERNANCE**

##### **POLITICAL STRUCTURE**

##### **EXECUTIVE MAYOR**

**Cllr. Fetsang Molosiwa**

##### **SPEAKER**

**Cllr. Asnath Molekwa**

##### **SINGLE WHIP**

**Cllr. Simon Klaas**

##### **MAYORAL COMMITTEE/ EXECUTIVE COMMITTEE**

##### **MMC: Technical Services**

**Cllr. Lucky Madiba**

##### **MMC: Environmental Health Services**

**Cllr. Violet Maluleka**

##### **MMC: Special Projects**

**Cllr. Nontlanganiso Gwegwe**

##### **MMC: Budget and Treasury**

**Cllr. Beverly Mantsho**

##### **MMC: Local Economic Development**

**Cllr. Lucky Moate**

##### **MMC: Community Development Services**

**Cllr. Jacob Kgarimetsa**

##### **MMC: Agriculture and Rural Development**

**Cllr. Dotty Tlabyane**

##### **MMC: IDP/PMS, Monitoring and Evaluation**

**Cllr. Nicholas Rakolle**

##### **MMC: Corporate Support Services**

**Cllr. Matshidiso Papa**

##### **MMC: Sports, Arts and Culture**

**Cllr. Vincent Moche**

## COUNCILLORS

BPDM has 70 Councillors and has 14 full time Councillors, 56 part-time Councillors and 10 Magosi.

**Appendix A** is a full list of Councilors

**Appendix B** sets out committees and committee purposes.

## POLITICAL DECISION-MAKING

Political decisions are made through the Department tabling an item to the Portfolio Committee which is chaired by the Member of Mayoral Committee responsible for that Portfolio. The item is then recommended to the Mayoral Committee which is chaired by the Executive Mayor which then recommends the item to the Council meeting which is chaired by the Speaker. The Council then takes a resolution on the items.

During 2017/18 financial year Council took 53 Resolutions and all resolutions were implemented 100%

## 2.2 ADMINISTRATIVE GOVERNANCE

### INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

*Note: MFMA section 60 (b): The Municipal Manager of a municipality is the accounting officer of the municipality for the purposes of this Act and must provide guidance on compliance with this Act to political structures; political office bearers, and officials of the municipality and any entity under the sole or shared control of the municipality.*

#### **Roles of Municipal Manager**

The Municipal Manager must advise the political structures and office-bearers. Particular issues where the municipal manager must render advice are:

- financial matters (eg financial considerations to proposed policies);
- issues related to the internal administration, such as human resources matters;
- policy matters; and
- legal and technical matters;

The administration and implementation of the municipality's by-laws as well as the implementation of national and provincial legislation or assigned legislation is the responsibility of the municipal manager. When the council has passed a by-law, the Municipal Manager must ensure that:

- any structures, processes or mechanisms, provided for in the by-law are established; and
- the by-law is enforced through the sectoral functionaries of the municipality or, if necessary, the applicable courts of law

The Municipal Manager must manage the communication between the political structures and office-bearers and the administration (s 55(1)(j)). Instructions, queries and other communications from council, committees, the (executive) mayor or the speaker to the administration cannot bypass the municipal manager's office because the municipal manager is accountable for the entire municipal administration.

Section 6(2) specifies these further and instructs the administration, for example, to take measures to prevent corruption, to give members of the community full and accurate information about the level and standard of service they are entitled to receive and about the (persons in charge of) municipal

management. The Municipal Manager must see to the implementation of these principles in his or her administration. As head of the administration, the Municipal Manager is responsible, *subject to the policy directions of the council*, for the formation and development of an economical, effective, efficient and accountable administration that is equipped to implement the IDP, operates within the municipality's performance management system and is responsive to the needs of the local community to participate in municipal affairs (s 55(1)). Section 51 further states that the municipality must hold the Municipal Manager accountable for the overall performance of the administration (s 51(i)). When the Systems Act says that the municipality holds the Municipal Manager accountable, the onus is firstly on the council to hold the Municipal Manager accountable. Section 55(1) makes the Municipal Manager's responsibility subject to the policy directions of the council: the Municipal Manager is not responsible for the policy, but for its implementation.

### **Roles of Directors**

The Directors must advise the Municipal Manager and the Political Head of their Department.. Particular issues where the Director must render advice are:

- financial matters (eg financial considerations to proposed policies);
- issues related to the internal administration, such as human resources matters;
- policy matters; and
- legal and technical matters;

Directors are also responsible for implementing the Service Delivery and Budget Implementation Plan of the organization. They are also responsible for the following:

- Reporting regularly to the Accounting Officer on the performance of their respective departments;
- Reporting to the Portfolio Committee on the performance and activities of their respective departments;
- Responsible for managing the budget of their respective departments;
- Responsible for managing the performance of their departmental staff;
- Responsible for the implementation of the organisation's policies in their respective departments.
- Responsible for signing a performance agreement with the Accounting Officer.

### **TOP ADMINISTRATIVE STRUCTURE TIER 1**

**MUNICIPAL MANAGER**  
**Mr. Pogiso Shikwane**

### **TIERS 2 AND 3**

**CHIEF FINANCIAL OFFICER**  
**Ms. Olga Leslina Ndlovu**

**ACTING DIRECTOR: CORPORATE SUPPORT SERVICES**  
**Ms. Mildred Mmabatho Tshukudu**

**DIRECTOR: TECHNICAL SERVICES**  
**Mr. Amos Khumalo**

**DIRECTOR: COMMUNITY DEVELOPMENT SERVICES**  
**Ms. Gladys Mahlangu**

**DIRECTOR: HEALTH AND ENVIRONMENTAL SERVICES**  
**Mr. Tshepo George Lenake**

**DIRECTOR: ECONOMIC DEVELOPMENT, TOURISM, AGRICULTURE, MINING  
AND RURAL DEVELOPMENT**  
**Ms. Beauty Makganye**

## INTERGOVERNMENTAL RELATIONS

### INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

#### 2.3 INTERGOVERNMENTAL RELATIONS

##### PROVINCIAL INTERGOVERNMENTAL STRUCTURE

STRUCTURE	COMPOSITION
Home Affairs Forum	This structure is constituted by all the Chief Whips from the various municipalities in the District area, Local Home Affairs stakeholders, Home Affairs Managers from the District service points and IEC. It is a political structure chaired by the District Chief Whip and can be attended by any stakeholder per invitation of the Chairperson.
Roads Infrastructure Forum	This is a technical structure constituted by all the Technical Services Directors and/or Roads and Stormwater Managers from all local municipalities in the District area. It is chaired by the Public Works Department and issues of roads infrastructure and management are discussed and any stakeholders attend per invitation.
MIG Forum	This is a technical structure constituted by all the Technical Services Directors and/or Managers from all local municipalities in the District area. It is chaired by the COGTA and issues of bulk services, backlogs and usage of MIG are discussed and any stakeholders attend per invitation.
Electrification Forum	This is a technical structure constituted by all the Technical Services Directors and/or Electricity Managers from all local municipalities in the District area. It is chaired by COGTA and issues of bulk services and backlogs are discussed and any stakeholders like ESKOM attend per invitation.
North West Department of Rural, Environment and Agricultural Development Forum	This is a technical structure constituted by all the Mining Houses and District Municipalities within the province. It is chaired by the Provincial Department, mostly air quality related matters within the province are discussed and any other stakeholders attend per invitation.



## DISTRICT INTERGOVERNMENTAL STRUCTURES

STRUCTURE	COMPOSITION
Intergovernmental Relations Forum	This is a Political Structure attended by all the Executive Mayors in the District area. It is chaired by the District Executive Mayor and is convened quarterly. Municipal Managers or Senior Managers are likely to be invited to present reports to this Forum. Any other stakeholders may be part of the session per invitation by the Chairperson.
IDP Representative Forum	The IDP Rep Forum is a consultative structure aimed at ensuring integration of government programmes in the District. It is chaired by the District Executive Mayor and is attended by all Local Municipalities, Sector Departments and social partners of the District Municipality. The sittings of the IDP Rep Forum are in line with the adopted IDP Process Plan.
Municipal Manager's Forum	This is a technical structure aimed at giving support to the District Intergovernmental Relations Forum. It is attended by all the Municipal Managers in the District area and chaired by the District Municipal Manager. Any other Senior Manager or relevant stakeholder may be invited to the meetings depending on the agenda of the day. COGTA, SALGA, DWA, ESKOM, etc are some of the key stakeholders in the functionality of the structure.
IDP & PMS Manager's Forum	To ensure the credibility of our IDPs, it calls for our IDP managers, PMS managers and all planners in our District to meet regularly. These meetings are co-ordinated and chaired by the District IDP Manager.
CFO's Forum	This is also a technical structure aimed at ensuring prudent financial management among our municipalities. Issues of common interest like the operation clean audit and any other best practices are shared in this forum. The structure is chaired by the District Chief Financial Officer and is attended by all the CFO's in the District area and Sector Departments like COGTA, Provincial and National Treasury.
District Whippery Forum	This structure is constituted by all the Portfolio Whips (Chairpersons) from the various municipalities in the District area. It is a political structure chaired by the District Whip and can be attended by any stakeholder per invitation of the Chairperson like Home Affairs, Dermacation Board, IEC etc.
District Chief Whip's Forum	This structure is constituted by all the Chief Whips from the various municipalities in the District area. It is a political structure chaired by the District Chief Whip and can be attended by any stakeholder per invitation of the Chairperson.
Councillors Caucus Forum	This structure is constituted by all the Councillors from the District Municipality. It is a political structure chaired by the District Chief Whip and can be attended by any stakeholder per invitation of the Chairperson.

STRUCTURE	COMPOSITION
District Speakers Forum	This structure is constituted by all the Speakers from all the local municipalities and the district municipality. It is a political structure chaired by the District Speaker and can be attended by any stakeholder per invitation of the Chairperson.
Technical Task Team	This is a technical structure constituted by all the Technical Services Directors from all local municipalities in the District area. It is chaired by the District Technical Services Director and issues of bulk services are discussed and any stakeholders attend per invitation.
District Water and Sanitation Forum	This is a technical structure constituted by all the Technical Services Directors or Water & Sanitation Managers from all local municipalities in the District area. It is chaired by the District Technical Services Director and issues of bulk services are discussed and any stakeholders attend per invitation.
District ICT Forum	This is a technical structure constituted by all the IT Managers, GIS personnel and Communication Managers from all local municipalities in the District area. It is chaired by the District IT Manager and issues of ICT are discussed and any stakeholders attend per invitation.
District Communications Forum	This is a technical structure constituted by all the Communication Managers from all local municipalities in the District area. It is chaired by the District Communications Manager and issues of Communications and media related issues are discussed and any stakeholders attend per invitation.
Disaster Management Advisory Forum	This structure is constituted by the District Senior Managers, Local Disaster Management Heads of Centres, Researchers, Business Forums, Faith Based Organisations, NGOs, Traditional Leaders, Private Sectors and Parastatals. It is chaired by the District Management Head of Centre and any stakeholders attend per invitation.
District Transport Forum	This structure is constituted by taxi operators, meter taxi operators, bus operators, local traffic department, transport officials from the District and Local Municipalities and Provincial Department. It is chaired by the MMC for Community Development Services and can be attended by any stakeholders per invitation by the Chairperson.

Key to the success of the municipality is the manner in which it relates with a myriad of stakeholders particularly in the private sector as well as its relations with other government institutions.

One of the most critical issues underpinning government's success to implement service delivery programmes is a strong inter-governmental relations system which has to be supported by a sound stakeholder relations programme across all spheres. It is a requirement that all the spheres of government execute their work in an integrated way that benefits the people of the country. The purpose of this programme is therefore to ensure that there is synergy, alignment and harmonisation in the planning processes as well as in the delivery of services across the three spheres of government (National, Provincial and Local). There are a number of structures established in the District that play a very critical role in ensuring that government programmes and service delivery priorities are achieved in an integrated way.

## PUBLIC ACCOUNTABILITY AND PARTICIPATION

### OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

*Note: MSA section 17 (2): requires a municipality to establish and organise its administration to facilitate a culture of accountability amongst its staff. Section 16 (1): states that a municipality must develop a system of municipal governance that compliments formal representative governance with a system of participatory governance. Section 18 (a) - (d): requires a municipality to supply its community with information concerning municipal governance, management and development.*

The District Municipality has a structured public participation's programme. The public participation interface happens in the following ways:

- **Council Meetings**

The District Council held five (5) Ordinary Council and five (5) Special Council meetings where the council reports were debated and concluded.

Council meeting	Date	Venue
Special Council Meeting	26 July 2018	Council Chamber
Special Council Meeting	17 August 2018	Council Chamber
Ordinary Council Meeting	06 December 2018	Council Chamber
Ordinary Council Meeting	31 January 2019	Council Chamber
Special Council Meeting	08 February 2019	Council Chamber
Ordinary Council Meeting	28 February 2019	Council Chamber
Ordinary Council Meeting	04 April 2019	Council Chamber
Special Council Meeting	02 May 2019	Council Chamber
Ordinary Council Meeting	30 May 2019	Council Chamber
Special Council Meeting	28 June 2019	Council Chamber

### 2.5 IDP PARTICIPATION AND ALIGNMENT

IDP Participation and Alignment Criteria	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within stipulated time frames?	Yes

## **CORPORATE GOVERNANCE**

### **2.6 RISK MANAGEMENT**

#### **RISK MANAGEMENT**

Risk management is a systematic process that is used to identify, evaluate and address risks on a continuous basis before such risks can impact negatively on the service delivery capacity of the Bojanala Platinum District Municipality. When properly executed risk management provides reasonable assurance that the institution will be successful in achieving its goals and objectives.

The municipality has reviewed and approved a risk management policy which is the foundation for a continuous risk assessment process and for management monitoring of risks on an ongoing basis.

The following top five risks of the municipality were identified for which management action plans were proposed:

1. Inadequate systems in place to monitor budgets and prevent unauthorized expenditure
2. Non-market related project costs / prices
3. VAT assets not recovered sufficiently
4. Non compliance to National Archives Records Act
5. Management of Assets, register and valuation

### **2.7 ANTI-CORRUPTION AND FRAUD**

#### **FRAUD AND ANTI-CORRUPTION STRATEGY**

BPDM subscribes to the principles of good corporate governance, which require the conducting of business in an honest and transparent manner. Consequently Bojanala Platinum District Municipality is committed to fighting fraudulent behavior at all levels within the organization.

The Fraud and Anti-corruption Strategy is premised on the organisation's core ethical values driving the business of BPDM, the development of its systems, policies and procedures, interactions with the public and other stakeholders, and even decision-making by individual managers representing the organization.

This means that in practice all municipalities, departments and other business units of BPDM and every external stakeholders have used the Strategy as the point of reference for their conduct in relation to Bojanala Platinum District Municipality.

The policy of BPDM is zero tolerance to fraud and corruption. In addition, all fraud and corruption cases are investigated and followed up by the application of all remedies available within the full extent of the law and the implementation of appropriate prevention and detection controls. There prevention controls include the existing financial and other controls and checking mechanisms as prescribed in various legislation, policies and procedures of BPDM. It is the responsibility of all employees to immediately report all allegations or incidents of fraud and corruption to their immediate manager. All managers are responsible for the detection, prevention and investigation of fraud and

corruption and report all incidents and allegations of fraud and corruption to the Municipal Manager. The Municipal Manager initiates an investigation into the matter.

When employees wish to report allegations of fraud and corruption anonymously, they contact the Municipal Manager and/or the Internal Audit Unit directly. Any fraud and corruption committed by an employee or any other person is pursued through investigation and to the full extent of the law, including (where appropriate) consideration of:

- In case of employees, taking disciplinary action within a reasonable period of time after the incident;
- Instituting civil action to recover losses;
- Initiating criminal prosecution by reporting the matter to the SAPS or any other relevant law enforcement agency; and
- Any other appropriate and legal remedy available.

Managers are required to ensure that losses or damages suffered by BPDM as a result of all reported acts committed or omitted by an employee, or any other person are recovered from such an employee or other person if he or she was found to be liable for such losses. Fraudulent and corruption awareness campaigns were done by means of newsletters, information notices and presentations by guest/specialist speakers. Policies, processes and systems were implemented and the Municipality has direct control and is held to account with the trend towards greater corporate responsibility and the conduct of business within acceptable ethical standards. Transparency, accountability and openness are embedded in reporting and disclosure of information, both operational and financial to all stakeholders.

Councilor's and employee's work was governed by the municipality's rules, regulations and procedures and the Codes of Conduct for employees and Councillors to which they were expected to abide by, which included guidelines on gifts, professional and personal behavior and conflicts of interest. Segregation of duties exists within the procurement function and politicians are excluded from procurement and tender processes.

An Internal Audit Unit exists within BPDM under the control and direction of an Audit Committee. A risk based plan is compiled whereby audits are planned and executed. Furthermore, the Internal Audit reports on matters relating to:

- Internal Control
- Accounting procedures and practices
- Risk and risk management
- Loss control
- Compliance with applicable legislation

## **2.8 SUPPLY CHAIN MANAGEMENT**

### **OVERVIEW OF SUPPLY CHAIN MANAGEMENT**

BPDM adopted and approved a Supply Chain Management Policy outlining the process and procedures for the acquisition of goods and services by way of quotations or competitive bidding process, often referred to as the Procedure Manual for Supply Chain Management.

The Procedure Manual also provides the process followed when appointing members of Bid Committees and provides for the delegation of authority by the Accounting Officer only under certain circumstances and accountability and reporting is highly emphasized, the oversight role played by Council, it also forms part of the policy.

The Procedure Manual also provides certain requirements for the procurement of goods and/or services from other organs of state or through transversal contracts, the appointment of consultants, including banking services.

It outlines on how deviations from the normal procurement processes, including how the consideration of unsolicited bids must be handled and further provides for ways to combat the abuse of the Supply Chain Management system.

The policy further provides for a system on demand management, acquisition management, logistics and disposal management as well as risk and performance management.

The Procedure Manual or policy further prohibits the awarding of contracts to certain categories of persons in line with the MFMA and Municipal Supply Chain Regulations.

Ethical standards are part of the policy and detail how Supply Chain Practitioners, role players and officials must conduct themselves when dealing with supply chain issues which are not limited to procurement alone, but include other issues of competition, fair dealing, value of money, effectiveness as well as cost effectiveness as is required by the Constitution of the Republic.

The declaration of interest is emphasized and awarding to persons whose tax matters are not in order is not permissible.

The Supply Chain Management Policy is reviewed when there are policy changes as its implementation as Supply Chain is a highly regulated environment.

## 2.9 WEBSITES

Municipal Website: Content and Currency of Material		
Documents published on the Municipality's website	Yes/No	Publishing Date
Current annual and adjustments budgets and all budget-related documents	Yes	June 2019
All current budget-related policies	Yes	June 2019
The previous annual report (Year-2017/18)	Yes	January 2019
The annual report (Year – 2018/19) to be published	Yes	January 2020
All current performance agreements required in terms of Section 57(1)(b) to the Municipal Systems Act (Year 2018/19)	Yes	July 2018
All service delivery agreements	No	Not Applicable
All long-term borrowing contracts	No	Not Applicable
All supply chain management contracts above a prescribed value (give value)	No	Not Applicable
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of Section 14(2) or (4)	No	Not Applicable
Contracts agreed in Year 0 to which subsection (1) of Section 33 apply, subject to subsection (3) of that Section	No	Not Applicable
Public-private partnership agreements referred to in Section 120 made in	No	Not Applicable
All quarterly reports tabled in the Council in terms of Section 52(d) during Year 2018/19	Yes	Quarterly (2018/19)

### COMMENT MUNICIPAL WEBSITE CONTENT AND ACCESS:

BPDM has an active website that was developed within the government framework. It is a communication tool that seeks to attract people from different races and cultures. It is an electronic strategic tool that portrays to the world who we really are and where are we situated in the continent. In our website we also feature the links to the websites of our 5 local municipalities which are in our jurisdiction.

It is against this background that we are treating the website with the significance it deserves. The information that is uploaded on the website is obtained from BPDM's different departments and is posted to the relevant positions on the site.

The website is managed by the IT and Communications units and is normally updated as and when there is information and service delivery related programmes that have unfolded. The municipal website is [www.bojanala.gov.za](http://www.bojanala.gov.za)



## **CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I)**

### **INTRODUCTION**

This report reflects on the performance of BPDM for the 2018/19 Financial Year in terms of the implementation of its strategies and objectives.

The first section, i.e Introduction, gives an overview of the Vision and Mission of the District Municipality and a brief reference to the legislative and policy framework in terms of which this report is compiled.

Section 2 reflects on the performance highlights of the Municipality for the specific year.

An overview of the processes which lead to the compilation of the strategy (IDP), the allocation of financial resources for the implementation thereof, the alignment of the organisation with the strategy, as well as the implementation plan (SDBIP) is provided in Section 3

Section 4 presents the contents of the strategy – the goals of the institution, the strategic objectives and organisational programmes in terms of each of these strategic objectives, indicators set for the measurement of the performance on each programme and targets set in terms of these indicators. It further reflects on the Key Performance Areas of Local Government and the outcome indicators identified for evaluation of the impact of the organisational programmes.

The detailed information on the performance of the Municipality on the organisational programmes is provided in Section 5, structured in tabular format in terms of each indicator.

Section 6 concludes the report with recommendations for improvement of performance of the Municipality in terms of the implementation of the strategy.

A concise summary of the information is reflected in logical reporting framework which is attached as an Annexure to the report.

### **BACKGROUND**

In Local Government context, service delivery can be defined as the implementation of the strategy of the organisation in an efficient and effective way. The monitoring of the implementation of the strategy becomes imperative to keep the focus of all employees of the organisation, as well as that of the stakeholders of the organisation, on the strategy and specifically the implementation thereof.

This report is prepared in compliance with Section 46 of the Municipal Systems Act, 2000 (Act 32 of 2000) herein referred to as “the MSA” as well as Section 121 of the Municipal Finance Management Act, 2003 (Act 56 of 2003) herein referred to as “the MFMA” in terms of the requirements of an Annual Performance Report. Although the report is known as the Annual Performance Report, it also forms an integral part of the Annual Report of the Municipality in terms of Section 121(2)(b) and (c) of the MFMA.

### **VISION**

Bojanala Platinum District Municipality, a model of cooperative governance for effective and efficient service delivery in partnership with local municipalities and all stakeholders.



## **MISSION**

Bojanala Platinum District Municipality, through shared services, will coordinate, facilitate and support local municipalities by equitable sharing of resources and maximising community benefit of natural resources in safe and healthy environment.

## **LEGISLATIVE AND POLICY FRAMEWORK**

### **Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)**

Section 46 of the MSA stipulates that:

1. A municipality must prepare for each financial year a performance report reflecting:-
  - (a) The performance of the municipality and of each external service provider during the financial year;
  - (b) A comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year; and
  - (c) Measures taken to improve performance.
2. An annual performance report must form part of the municipality's annual report in terms of Chapter 12 of the Municipal Finance Management Act

The Annual Performance Report forms the basis for the formulation of the strategy of the next planning cycle. Information contained in this report will become the baseline for planning and measuring improvement for the next financial year.

### **Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003)**

This report forms part of the Annual Report, which is compiled in compliance with Section 121 of the MFMA. Section 121(2) states that the purpose of an annual report is to provide a record of the activities of the municipality for the financial year to which it relates. It also provides a report on the performance against the budget of the municipality or municipal entity for that financial year, in order to promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity.

### **Performance Management System Policy Framework**

The policy framework of Bojanala Platinum District Municipality on Performance Management was adopted by Council under resolution **R416/13/14** and implementation is ongoing.

### **Integrated Planning, Budgeting and Performance Management for 2018/19 Financial Year**

The strategic plan in Local Government is called the municipal Integrated Development Plan (IDP). The budgetary process is the provision of resources for the implementation of strategy (IDP), whilst the Service Delivery and Budget Implementation Plan (SDBIP) is the implementation plan of the IDP. The alignment between the municipal Integrated Development Plan, Budget, SDBIP and Performance Management System is critical to ensure the strategic alignment within the municipality. The signing

of Performance Agreements by the Municipal Manager and the Section 56 Managers constitutes a process of linking reward(s) to the achievement of the strategy (IDP).

### **Integrated Development Planning (IDP)**

The Integrated Development Planning (IDP) process unfolded as per the District Framework and Process Plan, coordinating all processes and structures on District level. The IDP for 2018/19 financial year was approved by Council under resolution no. **R660/17/18** in a Council sitting of the 05 June 2018.

### **Budgeting process**

The budget process unfolded simultaneously with the IDP process. The budget was approved by Council under resolution no **R661/17/18** in a Council sitting of the 05 June 2018.

### **Alignment of the organisation with the Strategy**

After the approval of the IDP, the Performance Management Unit focused on the alignment of the objectives of the departments with the strategy of the organisation. This was followed by a process of alignment of the programmes and projects of the business units within the departments with the departmental objectives. Scorecards were drafted for the organisation as well as for each department, which have informed the SDBIP and the Performance Agreements, creating a situation where all the activities and energy in the organisation were focused on achieving the organisational strategy.

### **Service Delivery and Budget Implementation Plan (SDBIP)**

The Service Delivery and Budget Implementation Plant (SDBIP) is a key element in the process of service delivery, as it provides for the cascading of the strategic level (Integrated Development Plan and the Budget) to a level of implementation. It therefore provides the basis for measuring performance in service delivery and spending of the budget against specific targets. An SDBIP for 2018/19 financial year for the district municipality was compiled to guide the implementation of projects and the spending of funds and was signed off by the Executive Mayor.

### **Budget Adjustment 2018/19 Financial Year**

Based on the resolution taken at the Mid Term Performance Assessment, an adjustment of the budget was done as provided by MFMA 24(3) and approved by Council under resolution no **B1735/18/19** in a Council sitting of the 28<sup>th</sup> February 2019.

### **Review of the Service Delivery and Budget Implementation Plan**

The Service Delivery and Budget Implementation Plan was reviewed to reflect the adjustment as per the budget adjustment and other minor changes were made to improve the key performance indicators and targets in terms of the SMART principles, to bring more focus on the key performance areas of the business units and departments, as well as adding plans for new business units to the SDBIP of the municipality.

### **District Key Performance Areas**

The five Key Performance Areas of Local Government applicable to Bojanala Platinum District Municipality are as follows:-

## **Basic Service Delivery and Infrastructure**

This focuses on the provision of and access to basic services by communities living in the district. The district has a mandate to facilitate and promote bulk services with regard to Municipal Health Services, Basic Services which includes water, sanitation, electricity, roads and storm-water, waste management and disaster management.

## **Financial Viability and Management**

This is focused on ensuring that all municipalities in the district use financial resources prudently and according to the priorities and needs of its constituencies in order to assure all stakeholders and role players of the 'value for money' when rendering services. The main focus of this performance area is for all municipalities to improve on their audit findings. Municipalities must have sound and effective systems in revenue enhancement, debt management, supply chain management, financial risk management and cash flow management.

## **Local Economic Development**

This performance area entails the district strategic approach to LED by exploiting its economic comparative advantage in order to contribute to the growth and development of the region, province and national economy. Economic sectors which offer the district the comparative advantage provide opportunities for economic growth of which, if explored through forms of direct and/or fixed investment can result in job creation and poverty alleviation in the region. Facilitation, support and capacity building programmes to businesses is one of the most critical factors of this performance area.

## **Institutional Transformation and Development**

This focuses on priority needs of the municipality in order to effectively render its services. It covers a range of issues which includes operational efficiency, skills development and training, performance management, risk management, communication, information technology, support and employee wellness and motivation.

## **Good Governance and Public Participation**

This focuses on strengthening relationships between the municipality, communities around the district, other governmental departments and all relevant stakeholders. It gives support to programmes dealing with social issues and poverty.

## **Performance Results for 2018/19 Financial Year**

A summary of the performance of the municipality in terms of the targets set for the 2018/19 financial year is attached as an Appendix.

The following legends are used to reflect the results or trends

**Green** A green colour is used when the performance of the municipality has been achieved or exceeded the target

**Red** A red colour is used when the performance of municipality was not achieved or far below standard.

## PLANNING AND DEVELOPMENT

### 3.10 PLANNING

#### INTRODUCTION TO PLANNING

##### BPDM'S PLANNING STRATEGIES:

As part of the legislated and assigned functions to the District Municipality, the Bojanala Platinum District Municipality has over the previous financial year executed a number of processes that are beginning to gel into a planning strategy that will be codified in 2018/19.

The Integrated Development Planning processes are also managed in a very tight manner so that the critical dates and tenets of the Process Plan as approved by Council every August are adhered to. The development of the IDP document itself is managed and executed internally albeit with a limited capacity on the Geographic Information Systems as well as Economic Research fronts.

The Strategies therefore seek to be simple while effectively addressing the systemic issues to fragmented and unfocused planning.

#### DELIVERY PRIORITIES

The consultation processes with Local Municipalities have assisted in the determination of what ought to be priorities for the Financial Year. These being:

- Water & Sanitation
- Roads and stormwater
- Economic Development

While the impact has not been the best it could have been, a number of strides especially in the rural areas for the provision of portable water have been made. Further, the struggling Local Municipalities of Kgetleng-Rivier and Moretele have all benefited from the concerted effort to improve the sanitation systems in those areas.

In terms of economic development the manner that the districts' economy is structured limits the extent to which the District Municipality is able to make any meaningful impact. Further, the IGR arrangements also add to these challenges. However, there have been a number of projects that have been designed in a manner that allows for labour absorption albeit at an elementary scale.

#### **THE PROCESSES AMONGST OTHERS INCLUDES BUT ARE NOT LIMITED TO THE FOLLOWING:**

- The coordination of decisions by Local Municipalities' Council on the responses to the Spatial Planning & Land Use Management Act & Regulations
- The comments on the various issues related to township establishment applications; Applications for sub-divisions, rezoning and other such planning requirements.

#### ACHIEVEMENTS

- The Councils of Moretele, Madibeng, Moses Kotane, Rustenburg & KgetlengRivier Local Municipalities have all been assisted in establishing their Planning Tribunals;

- Bojanala Platinum District Municipality is in the process of establishing a credible database for recording of all planning applications received and responded to.

### **3.11 LOCAL ECONOMIC DEVELOPMENT**

Bojanala Platinum District Municipality is situated in the northeastern corner of North West Province. The District Municipality includes five Local Municipalities of Kgetlengrivier, Madibeng, Moretele, Moses Kotane and Rustenburg. The more formal urban areas are located in the southern part of the district.

The district labour market is characterized by low skills levels. As much as 15.1% of the population older than 20 years have not received any form of schooling and a further 19.7% only some primary education. These figures imply that nearly 35% of the total adult population can be regarded as functionally illiterate. Conversely, only 20.1% of the adult population have completed their high school education and only 5.5% have obtained some form of tertiary education.

#### **Strengths**

Mining plays an important part in the economy of the region and is the district's major source of employment. Most of the mining activities are concentrated in a band that stretches from west of the Pilanesberg southwards through the Bafokeng area and parallel to the Magaliesberg towards Marikana and Brits in the east. The mines along this band have spawned many industries that manufacture supplementary products. Not only are asbestos, tin, chrome, lead, marble, granite and slate produced in the area but the two largest platinum mines in the world are also found in Bojanala.

Water for irrigation is provided by the Hartebeespoort Dam, a popular tourist attraction and a recreational area for water sports enthusiasts, for local communities as well as visitors.

The Magaliesberg, Pilanesberg and Borakalalo Nature Reserves provide wonderful opportunities for game viewing and for experiencing the wealth of nature in South Africa, while the popular destinations of Sun City and the Lost City, offer local and foreign tourists excitement of a different type.

#### **Weaknesses**

Although the mining sector is Bojanala's main source of employment, many of those working in the mines are migrant labourers from other parts of the country. The unemployment rate in the district stands at 16.75%, with the highest rates found in Moses Kotane and Moretele. Poverty is severe, particularly in the rural areas. A total of 67% of households in Bojanala earn R1, 600 per month or less. The prevalence of poverty in large parts of the district puts a strain on the revenue-generating capacity of local municipalities because households with little or no income are unable to pay for municipal services.

## **SECURITY AND SAFETY**

### **3.21 FIRE AND EMERGENCY SERVICES**

BPDM in terms of powers and functions has been assigned the function by the MEC for Local Government and Human Settlements to provide fire services in the areas of Moses Kotane, Moretele and Kgetleng Rivier Local Municipalities.

## OBJECTIVES

The fire rescue service entails the following:

- Prevent the outbreak of fires
- Extinguishing fires
- Regular inspections on all public buildings and businesses
- Regular inspections on water supply sources
- Provide training to the public and institutions
- Approval of building plans for fire evacuation compliance
- Certify buildings for fire safety
- Rescue of persons and animals
- Dealing and regulating with hazardous material incidents
- Enforce fire by-laws
- Plan for any major fire incidents

## KEY ISSUES AND CHALLENGES

The Fire Stations do not comply with the SANS 10090 due to the following points:

- Category of service – we currently fall under Category Four. Response times – distances too great to travel e.g. 2h30mins to get to Derdepoort area and the national standard should be 23minutes for a house fire. All Fire Stations should endeavour to fall into Category 1 classification – hence the support to Fire Protection Associations.
- The successful control and extinguishing of fires depend on sufficient appliances responding with adequate manpower and arriving within a reasonable time. Area and risk too high, as BPDM only have one fire station covering the whole area. Thus more stations, vehicles, equipment and personnel are needed to do proper service delivery to communities. Only one Fire Station to cover an area of  $\pm 5700\text{km}^2$  (Moses Kotane) and in the other local municipalities.
- Communication is currently being upgraded to comply with the national standard as the most common single cause of fires developing into large fires is the delay in the initiation or transmission of fire calls. It is of the utmost importance that notification of the start of a fire should be made as quickly as possible.
- No reliable reserve vehicles for in stock as per national standards.
- Frequent water shortages (no water) supply at Kgetleng Rivier and water pressure problems experienced at Mogwase. Procured pressure and flow metres to test all hydrants in the areas. Technical Directors of Local Municipalities asked to investigate water supply and pressure in Mogwase area, as our new pump has a capacity of 5500l/min – replacing the 2000l/min pump.

## 3.22 DISASTER MANAGEMENT

Disaster Management is a function of the District Municipality. The Disaster Management Act, Act 57 of 2002 provides for an integrated and coordinated disaster management policy that focuses on prevention or reducing the risk to disasters, mitigating the severity of disasters, emergency

preparedness, rapid and effective responses to disasters and post recovery. Key in the Act is a requirement for a Disaster Management Plan to achieve the objectives of the Act at District level. In addition to the plan, the Disaster Management Act also requires the drafting of a Municipal Policy Framework on Disaster Management, as well as an Emergency Response Plan. The Disaster Management Amendment Act No 16 of 2015 further empowers Local Municipalities to build and have disaster management capacity in their municipalities.

## **OBJECTIVES**

BPDM Disaster Management Framework identified seven key performance areas which include:

- Establishing institutional capacity for disaster management in BPDM
- Disaster risk assessment
- Disaster risk reduction
- Disaster response, recovery, rehabilitation and reconstruction
- Information management and communications
- Education, training, public awareness and research
- Disaster management funding

## **KEY ISSUES**

The Disaster Management Plan identified the following council priorities to prevent or limit the impact of disaster risks:

- Wide scale events that due to their magnitude are likely to affect more than one local municipality. These include widespread floods; and other severe weather events such as severe storms, veld fires and severe drought; water pollution; pest and animal infestations.
- Recurrent high and medium impact events that may require council's intervention or the mobilisation of council's resources and infrastructure in support of the affected local municipality such as epidemics, animal infestations, floods and other severe weather events, large informal settlement fires, veld and urban fringe fires.
- Low frequency high and medium magnitude disaster risks with potential for severe loss and which require specialist support possibly not available in the district, such as nuclear accidents, epidemics, major transport accidents and severe pollution.
- Disaster risks that affect neighbouring authorities which may have consequences for BPDM
- Support to Local Municipalities through Institutional and Operational Capacity Building initiatives.

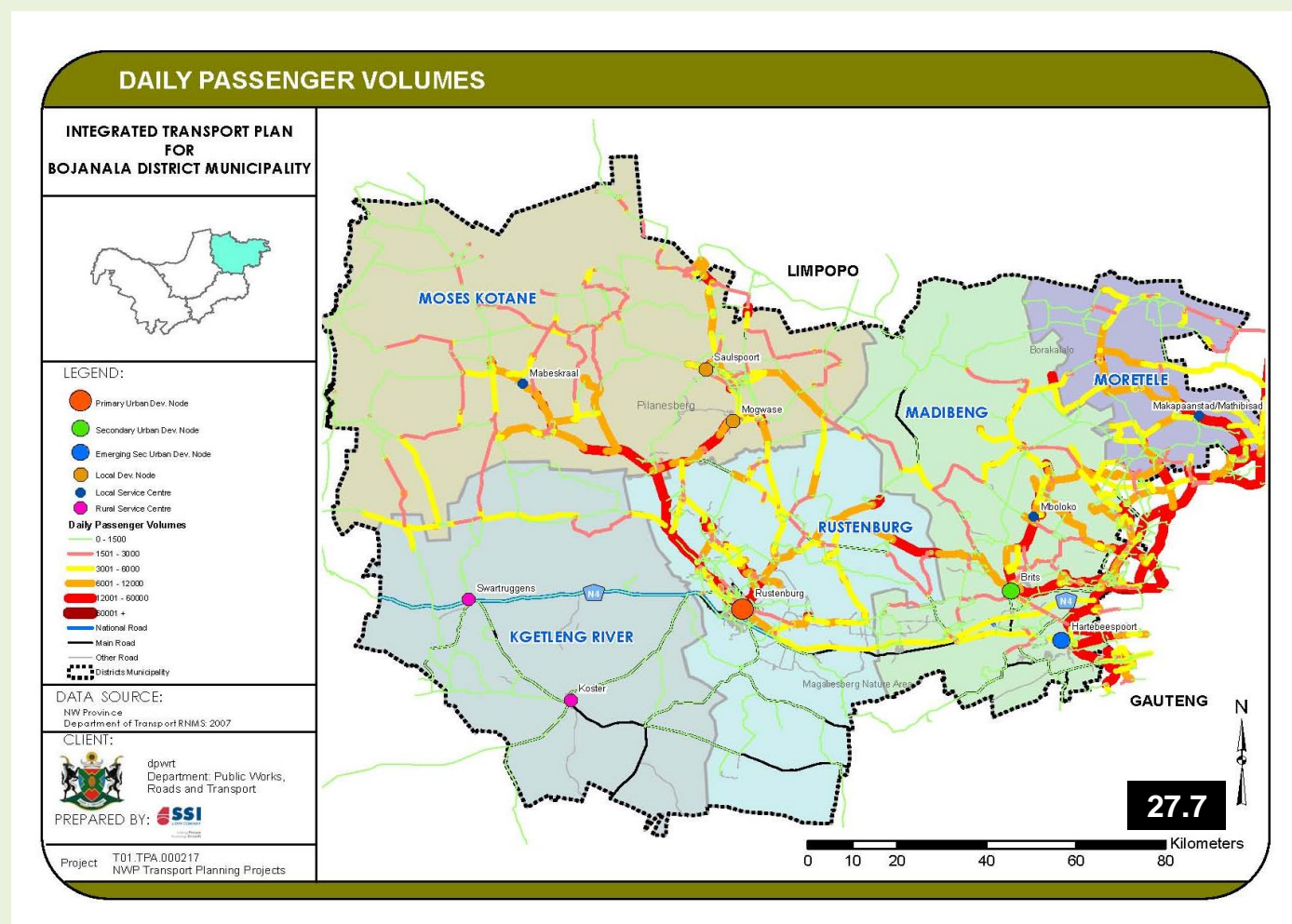


## TRANSPORT AND COMMUNITY SAFETY

### PUBLIC TRANSPORT

#### STATUS QUO OVERVIEW

There are some 262 000 daily work trips generated within the district, mostly in Rustenburg (123 710). In most cases, the trips originate and end in the same municipality. For example, 90% of the trips in Rustenburg begin and end in Rustenburg. The comparative figure for Brits is 98%. In areas which serve as labour pools such as Moses Kotane and Moretele these figures are much lower. For example, only 62% of the trips originating in Moses Kotane remain in the municipality. In Moretele only 41% of trip origins also have destinations in the municipality. On a regional basis, the effect of Tshwane is demonstrated in that there are some 31 000 daily trips to work in Tshwane from municipalities within the BPDM.



The average travel time for the urban, semi-urban and rural areas are outlined in Table. As would be expected, there are significant differences between the urban and rural travel times, with the rural population averaging 75 minutes compared to the urban workers at just over three quarters of an hour.



### Average travel time to work in Bojanala District

Average time (minutes)	
Urban	47.6
Semi-urban	62.0
Rural	75.1
<b>Total</b>	<b>60.2</b>

*Source: TRC Consortium Household Survey 2002*

It is of concern that at least a quarter of the urban households and 40% of the rural households spend more than the recommended 10% of their income on travel costs. In the Moretele LM, almost half of the rural households fall into this category. The table above shows community views about transport problems and it is evident that the lack of adequate public transport is, overall, by far the main transport problem facing households in the BPDM. In Madibeng, however, the most important problem seems to be the poor quality of public transport.

**Table: Community views on transport problems**

Transport Problems	Percentage of responses			
	Area			
	Moretele	Madibeng	Moses Kotane	Rustenburg
<b>Lack of public transport</b>	37	15	53	31
<b>Long waiting times</b>	18	13	11	19
<b>Poor quality of public transport</b>	13	25	8	13
<b>Transport infrastructure</b>	15	6	13	7
<b>Expensive transport</b>	5	16	8	16
<b>Driver behaviour</b>	6	19	3	7
<b>Overloading</b>	5	5	2	7
<b>Lack of shelters</b>	1	2	2	-

*Source: BPDM Draft Integrated Transport Plan, 2012*

The table above shows the priorities with regard to expenditure on transport. There is a large degree of consensus on what the most important priority is, namely, to improve the road conditions. If all the transport related improvements are combined (increase/improve public transport facilities, services and vehicles), it is evident, however, that most households regard the improvement of public transport as the most urgent priority.

## Transport priorities

Transport Problems			Percentage of responses			
			Area			
			Moretele	Madibeng	Moses Kotane	Rustenburg
Improve roads			32	26	38	32
Increase/improve facilities	public	transport	16	26	15	17
Increase/improve services	public	transport	25	10	20	16
Improve conditions of public transport vehicles			12	26	11	12
Improve road furniture			9	3	13	20
Reduce fares			4	3	2	3
Improve driver abilities			2	2	1	1
All public transport improvements			57	65	48	48

*Source: BPDM Integrated Transport Plan, 2012*

The age breakdown of the users of different modes of travel within the district is summarized above. As can be expected, the largest proportion of people travelling on foot or by bicycle is younger than 19 years of age (72.6% and 36.2% respectively). In contrast, people driving private cars are mostly characteristic of the 30-39 and 40-49 age groups which represent 33.5% and 29.8% in this category.

## Crime

The state of crime in South Africa has been the topic of many media articles and papers in the past years, and although many would acknowledge that the country has a crime problem, very little research has been done on the relative level of crime. The media often tend to focus on more negative or sensational information, while the progress made in combating crime is neglected.

### COMPOSITE CRIME INDEX

The Composite Crime Index makes use of the official SAPS data, which is reported in 27 crime categories (ranging from murder to crime injuries). These 27 categories are divided into two groups according to the nature of the crime: i.e. violent crimes and property crimes.

- (a) Length-of-sentence, and
- (b) Cost-of-crime in order to apply a weight to each category.

## OVERALL CRIME INDEX

### KEY ISSUES & CHALLENGES

There are three clusters which are:

24 Police Stations/CPFs/CSfs in the BPDM			
Name of Cluster	Number of Facilities	Service Level	
		Facility Name	Status
Rustenburg	10	Rustenburg CPF	Functional
		Tlhabane CPF	Functional
		Phokeng CPF	Functional
		Sun City CPF	Functional
		Mogwase CPF	Functional
		Koster CPF	Functional
		Marikana CPF	Functional
		Boitekong CPF	Functional
		Lethabong CPF	Functional
		Boons CPF	Functional
24 Police Stations/CPFs/CSfs in the BPDM			
Name of Cluster	Number of Facilities	Service Level	
		Facility Name	Status
Brits	7	Brits CPF	Functional
		Bethanie CPF	Functional
		Jericho CPF	Functional
		Letlhabile CPF	Functional
		Mooinooi CPF	Functional
		Assen CPF	Functional

		Haartebeespoortdam CPF	Functional
Mmakau	7	Mmakau COPF	Functional
		Makapanstad CPF	Functional
		Mothutlung CPF	Functional
		Sywerskuil CPF	Functional
		Klipgat CPF	Functional
		Hebron CPF	Functional
		Bedwang CPF	Functional

## COMMUNITY SAFETY FORUMS

05 (all local municipalities) plus 01 district

## PROGRAMMES

- Implementation of Community Safety Strategy
- Crime Prevention through Environmental Design
- Drug Abuse Awareness campaigns

## SPORT, ARTS AND CULTURE

### STATUS QUO OVERVIEW

The Sport, Arts and Culture unit is guided by the White Paper on Sport and Recreation and the White Paper on Arts, Culture and Heritage and also the National Sport and Recreation Plan. The National Sport and Recreation Plan is an implementation plan for the sport and recreation policy framework as captured in the White Paper. The Unit's role is also support the local municipalities as their roles differ from the districts. The Sport Arts and Culture Unit is partnering with the Provincial Department of Sport Arts and Culture in all their programs, this is assisting in terms of financial resources. The partnership is also done with all Arts and Culture Associations, federations and other institutions.

BPDM Sport and Recreation Policy and the BPDM Arts, Culture and Heritage Policy were developed and it gives guidance on how the unit is expected to work. The policies clearly specify the role of BPDM in terms of Sport Arts and Culture issues. The district is continuing to support Sport development programs through the federations.

BPDM also developed a report on the audit of sport and recreation facilities. The audit's purpose is to provide an audit report on sport and recreation facilities within 5 Bojanala constituent municipalities and indicates the level of utilisation. The audit assists in terms of local municipalities needs for sports equipment, and it has showed that soccer, netball and volleyball are the mostly played sporting codes. It also showed the sporting codes which needs more attention in terms of sport development.

Some of the most critical issues in the district as identified through the IDP processes of the various local municipalities relating to Sport, Arts and Culture is:

- The need for improved maintenance of existing facilities;
- The implementation and support of Arts and Culture programmes;
- The extension of organized sports to a wider range of communities;
- The need for fencing of existing sports facilities;
- The need for basic sports equipment.

The district will support all efforts to harness the proudly South African spirit and to build the strongest possible partnership between all sections of our population to accelerate our advances towards the achievement of the national transformation project. Sport is an important element of this exercise. The district will continue to support Sport development through sport federations; capacity building through clubs will be done.

The district will continue supporting the local municipalities through Arts and Culture programs and projects, as most of the locals do not have that type of function and they depend on the district for support. The Provincial Department looks forward to partner with both the District and Local Municipalities in these projects.

#### Programs

- Capacity building
- Sports development programs
- Assistance to federations
- Assistance to clubs through local municipalities
- Provision of basic sports equipment
- Film development
- Artists and music development workshop
- Support to Arts and culture program
- Heritage project

#### **KEY ISSUES / CHALLENGES**

Some of the most critical issues in the district as identified through the IDP processes of the various local municipalities relating to Sport, Arts and Culture is:

- Limited budget to roll out or implement sport, recreation, arts and culture programmes;
- Lack of Sport facilities especially in rural areas;
- The need for improved maintenance of existing facilities;
- The facilitation of organized sports structures in the district;
- The need for sport equipment in various sports facilities;

- Capacity Building for athletes, coaches and administration;
- Funding of arts and culture programs; and
- Lack of Heritage programs in the district;

## **SOCIAL DEVELOPMENT**

BPDM: Directorate of Community Development Services, Social Development Unit, has a mandate to provide social development services within the district.

The following programmes are provided by Social Development Unit:

- NGOs/NPO's Support Programme
- Indigents Burials
- Food Parcels Distribution
- Expanded Public Works Programme

### **NGO/NPO SUPPORT PROGRAMME**

The Bojanala Volunteers Awards Day' initiative has been established since 2007 as a significant annual programme that continues to honour, recognize and reward efforts by volunteers from different NGO's who have dedicated their lives to contribute in bringing a better life for their communities . These NGOs voluntarism efforts assist government tirelessly by caring and providing for, the sick, orphaned and vulnerable children and the needy.

### **DISTRIBUTION OF FOOD PARCELS**

The Unit is also responsible for social relief programme whereby it provides temporary relief to those in need in the form of food parcels. People that qualify for social relief are those that are in crisis situation due to a natural disaster, failure to obtain maintenance for a child and others.

This programme forms part of the Government's commitment towards poverty alleviation. The food packages received by beneficiaries include 12,5kg Maize Meal, 2kg washing powder, 2L cooking, 5kg Rice and others.

Ninety (90) food parcels have been distributed across the 5 local municipalities in the 2018/19 financial year.

## EXPANDED PUBLIC WORKS PROGRAMME – SOCIAL SECTOR

The Expanded Public Works Programme (EPWP) is one of a number of Government initiatives aimed at addressing unemployment and alleviating poverty in South Africa in the short to medium-term. The EPWP involves creating temporary work opportunities for the unemployed using public sector expenditure. All work opportunities will be combined with relevant part training, education or skills development, with the aim of increasing the ability of people to earn an income once they leave the programme, through determined exit strategies which will be project and/or sector specific. The Programme is implemented by all spheres of government, across four (4) defined sectors, namely the **Infrastructure, Social, Environmental and Economic Sectors**. The Programme's overall coordinator is the National Department of Public Works (DPW), as mandated by Cabinet.

## CORPORATE POLICY OFFICES AND OTHER SERVICES

### 3.24 COUNCIL

BPDM has a total of 70 Councillors and 10 Magosi.

The following table depicts the political structure of the Municipality:

OFFICE BEARERS	COUNCIL COMMITTEES
Speaker	Municipal Public Accounts Committee
Single Whip	Rules Committee
Executive Mayor	Audit and Performance Committee

## TROIKA

Executive Mayor  
Cllr MF Molosiwa

Speaker of Council  
Cllr A Molekwa

Single Whip of Council  
Cllr S Klaas

MAGOSI	
Kgosi Matlapeng MBF	Batlokwa ba Molatedi
Kgosi Mabalane	Baphiring
Kgosi Batleng	Batlhako ba Matutu
Kgosi Mooketsi TA	Bahurutshe ba Brakuil
Kgosi Pilane NMJ	Bakgatla ba Kgafela
Kgosi Shongoane SP	Batlhalerwa
Kgosi Zibi MS	Amahlubi
Kgosi Sefanyetso B	Bataung ba Sefanyetso
Kgosi Makapan MH	Bakgatla ba Mosetlha
Kgosi Gasebone GR	Bakwena ba Modimosana

### MAYORAL COMMITTEE OF COUNCIL

Executive Mayor

Cllr MF Molosiwa

MMC	Sport Arts and Culture	V Moche
MMC	Community Development Services	J Kgarimetsa
MMC	Technical Services	L Madiba
MMC	Health and Environmental Services	V Maluleka
MMC	Gender, HIV/AIDS, Youth and Disability	N Gwegwe
MMC	Budget and Treasury	B Montsho
MMC	Local Economic Development	L Moate
MMC	Agriculture and Rural Development	D Tlabyane
MMC	IDP, PMS and Public Participation	N Rakolle
MMC	Corporate Support Services	M Papa

## **PORTFOLIO COMMITTEES 2018/19**

### **RULES COMMITTEE**

<b>NAME</b>	<b>MUNICIPALITY</b>	<b>POLITICAL PARTY</b>
<b>Cllr Asnath Molekwa</b>	<b><i>BPDM (Chairperson)</i></b>	<b><i>ANC</i></b>
Cllr T. Bogale	MAD	ANC
Cllr Marapyane	MAD	ANC
Cllr Martin Coetzee	RLM	DA
Cllr Phamela Mbende	RTB	EFF
Cllr Phakamile Zwide	BPDM	ANC
Cllr Radiokana	MKLM	ANC
Cllr Simon Klaas	BPDM	ANC
Cllr Masego Kodisang	BPDM	F4SD
Kgosi Matlapeng		Traditional Leader

### **MPAC**



NAME	MUNICIPALITY	POLITICAL PARTY
<b>Cllr. Sol Davids</b>	<b>BPDM (Chairperson)</b>	<b>ANC</b>
Cllr Mamiki Radiokana	MKLM	ANC
Cllr Tsheko Bogale	MAD	ANC
Cllr Tshidiso Mogale	BPDM	EFF
Cllr Johannes Sephai	RTB	ANC
Cllr Dorah Ngadi	BPDM	ANC
Cllr Marapyane	MAD	ANC
Cllr Jafta Makhubela	MLM	ANC
Cllr Paultjie Hendricks	BPDM	DA
Cllr Magdeline Sekgothe	MAD	F4SD
Cllr Laurretta Letebele	MLM	ANC
Cllr Primrose Bogatsu	BPDM	EFF
Kgosi Mabalane		TRADITIONAL LEADER

#### BUDGET AND TREASURY PORTFOLIO COMMITTEE

NAME	MUNICIPALITY	POLITICAL PARTY
<b>Cllr Beverly Mantsho</b>	<b>BPDM - Chairperson</b>	<b>ANC</b>
Cllr Maleshaba Modise	BPDM	ANC
Cllr Molatlhegi Motlhasedi	MAD	ANC
Cllr Jan Van Rhyn	MAD	DA
Cllr M. Ngadi	BPDM	ANC
Cllr Patrick Tlhapi	RLM	ANC
Cllr Primrose Bogatsu	BPDM	EFF
Cllr Jacobeth Mosito	MAD	EFF
Cllr Lucky Moate	MKLM	ANC
Kgosi Gasebone		TRADITIONAL LEADER

#### IDP, PMS AND PUBLIC PARTICIPATION PORTFOLIO COMMITTEE

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr Nicholas Rakolle</i></b>	<b><i>BPDM - Chairperson</i></b>	<b><i>ANC</i></b>
Cllr Golden Makhanya	BPDM	EFF
Cllr Ditiragalo Rakgatlha	BPDM	DA
Cllr Masego Kodisang	BPDM	F4SD
Cllr Dimakatso Malla	RTB	ANC
Cllr Lauretta Letebele	MLM	ANC
Cllr Virginia Mqanqeni	RLM	ANC
Cllr Rebecca Seema	MKLM	ANC
Kgosi Batleng		TRADITIONAL LEADER

### **GENDER, HIV & AIDS, YOUTH AND DISABILITY PORTFOLIO COMMITTEE**

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr. Nontlanganiso Gwegwe</i></b>	<b><i>BPDM- Chairperson</i></b>	<b><i>AIC</i></b>
Cllr Lucas Makgale	MAD	ANC
Cllr Nnanagirl Molotsi	RTB	DA
Cllr Desiree Malane	BPDM	EFF
Cllr Virginia Mqanqeni	RLM	ANC
Cllr Lauretta Letebele	MLM	ANC
Cllr Vincent Moche	BPDM	ANC
Kgosi Shongoane		TRADITIONAL LEADER

### **LOCAL ECONOMIC DEVELOPMENT PORTFOLIO COMMITTEE**

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr. Lucky Moate</i></b>	<b><i>BPDM - Chairperson</i></b>	<b><i>ANC</i></b>
Cllr Abram Habi	RLM	ANC
Cllr Ziphorah Motswenyane	MKLM	DA
Cllr Granny Mogale	RLM	EFF
Cllr Rebecca Seema	BPDM	ANC
Cllr Fred Setshoane	RTB	EFF
Cllr Tsheko Bogale	MAD	ANC
Cllr Jafta Makhubela	MLM	ANC
Kgosi Mooketsi		TRADITIONAL LEADER

### AGRICULTURE AND RURAL DEVELOPMENT PORTFOLIO COMMITTEE

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr. Dotty Tlabyane</i></b>	<b><i>BPDM - Chairperson</i></b>	<b><i>ANC</i></b>
Cllr Baraedi Mpolokeng	RLM	EFF
Cllr Stanley Komape	BPDM	EFF
Cllr Butana Baloi	MLM	ANC
Cllr Solly Mahalefa	MOR	DA
Cllr George Naledi	KGLM	ANC
Cllr Magdeline Nkotswe	MKLM	ANC
Kgosi Gasebone		TRADITIONAL LEADER

### TECHNICAL SUPPORT SERVICES PORTFOLIO COMMITTEE

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr. Lucky Madiba</i></b>	<b><i>BPDM - Chairperson</i></b>	<b><i>ANC</i></b>
Cllr Phakamile Zwide	BPDM	ANC
Cllr Cordelia Shai	MLM	EFF
Cllr Pako Molatlhegi	RTB	EFF
Cllr Nokufa Mjekula	RLM	ANC
Cllr Thabo Moabi	MAD	ANC
Cllr Martin Coetzee	RTB	DA
Cllr Mamiki Radiokana	MKLM	ANC
Kgosi Madoda Zibi		TRADITIONAL LEADER

### **CORPORATE SUPPORT SERVICES PORTFOLIO COMMITTEE**

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr. Matshidiso Papa</i></b>	<b><i>BPDM - Chairperson</i></b>	<b><i>ANC</i></b>
Cllr Lydia Mabula	BPDM	EFF
Cllr Mpho Ngadi	BPDM	ANC
Cllr Hendrick Phalwane	MAD	ANC
Cllr Lebogang Sephai	RTB	ANC
Cllr Kgomotso Kgaswe	BPDM	DA
Cllr Beverly Montsho	BPDM	ANC
Kgosi Mabalane		TRADITIONAL LEADER

### **SPORT, ARTS AND CULTURE PORTFOLIO COMMITTEE**

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr. Vincent Moche</i></b>	<b><i>BPDM - Chairperson</i></b>	<b><i>ANC</i></b>
Cllr Nicholas Rakolle	BPDM	ANC
Cllr Regina Rantho	RTB	ANC
Cllr Levy Mokwele	RLM	ANC
Cllr Stanley Komape	MAD	EFF
Cllr Golden Makhanya	BPDM	EFF
Cllr Kgomotso Kgaswe	BPDM	DA
Cllr Jacob Kgarimetsa	BPDM	ANC
Kgosi Sefanyetso		TRADITIONAL LEADER

### COMMUNITY DEVELOPMENT SERVICES PORTFOLIO COMMITTEE

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr. Jacob Kgarimetsa</i></b>	<b><i>BPDM - Chairperson</i></b>	<b><i>ANC</i></b>
Cllr Golden Makhanya	BPDM	EFF
Cllr Dimakatso Malla	RTB	ANC
Cllr Lerato Ratlou	BPDM	DA
Cllr Emma Tanke	MAD	ANC
Cllr Kgantsho Seanego	MKLM	EFF
Cllr Simon Klaas	BPDM	ANC
Cllr Phakamile Zwide	BPDM	ANC
Cllr Efesia Matshereng	MKLM	ANC
Kgosi Mogalenyane Matlapeng		TRADITIONAL LEADER

## HEALTH AND ENVIRONMENTAL SERVICES PORTFOLIO COMMITTEE

NAME	MUNICIPALITY	POLITICAL PARTY
<b><i>Cllr. Violet Maluleka</i></b>	<b><i>BPDM - Chairperson</i></b>	<b><i>ANC</i></b>
Cllr George Naledi	KRLM	ANC
Cllr Meriam Banda	MAD	DA
Cllr Magdeline Nkotswe	MKLM	ANC
Cllr Dimakatso Malla	RTB	ANC
Cllr Maleshaba Modise	BPDM	ANC
Cllr Jacobeth Mosito	MAD	EFF
Cllr Matlakala Lefyine	BPDM	EFF
Cllr Magdeline Sekgothe	MAD	F4SD
Kgosi Mooketsi		TRADITIONAL LEADER

## CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II)

### INTRODUCTION TO THE MUNICIPAL PERSONNEL

#### 4.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

EMPLOYEES				
Directorate/Department	No. of employees	No. of approved posts	No. of vacancies	Percentage of vacancies
Office of the Executive Mayor	5	6	1	17%
Office of the Speaker	3	3	0	0%
Office of the Single Whip	1	2	1	10%
Office of the Municipal Manager	12	16	4	25%
Budget and Treasury Office	22	23	1	10%
Corporate Support Service	50	56	6	11%
Health and Environmental Services	53	82	29	35%
Technical Services	11	15	4	27%
Community Development Services	159	159	0	0%
Economic Development, Tourism, Agriculture and Rural Development	9	9	0	0%

TURN-OVER RATE			
Details	Total Appointments as of beginning of Financial Year No.	Terminations during the Financial Year No.	Turn-over Rate
2018/19			

## MANAGING THE MUNICIPAL WORKFORCE

### 4.2 POLICIES

HR POLICIES AND PLANS				
No.	Name of Policy	Completed %	Reviewed %	Date adopted by Council
1	Internship Policy			2013/12/07
2	Acting Allowance			2012/08/27
3	Leave Policy			2013/05/30
4	Incapacity Policy( ill Health /Injuries)			2012/08/27
5	Overtime Policy			2013/05/30
6	Probation Policy			2006/06/29
7	Retention and Succession Policy			2012/08/27
8	Sexual Harassment Policy			2004/12/04
9.	Occupational Health and Safety			2009/05/28
10.	Medical Surveillance Policy			2010/05/31

### 4.3 INJURIES, SICKNESS AND SUSPENSIONS

Number and Cost of Injuries on Duty					
Type of Injury	Injury leave Taken Days	Employees using injury leave	Proportion employees using sick leave	Average injury leave per employee Days	Total Estimated Cost R' 000
Required basic medical attention only	00	00	00	00	R0
Temporary total disablement	04	00	04	43	R 169 342
Permanent disablement	00	00	00	00	R0
Fatal	00	00	00	00	00
Total	04	00	04	43	R 169 342



#### 4.4 PERFORMANCE REWARDS

Performance Rewards by Gender					
Designations	Beneficiary profile				
	Gender	Total number of employees in group	Number of beneficiaries	Expenditure on rewards: Year 2018/19	Proportion of beneficiaries within group %
MM and s57	Female	4	None	None	0%
	Male	3	None	None	0%
Total		7			
<i>Has the statutory municipal calculator been used as part of the evaluation process?</i>					Yes

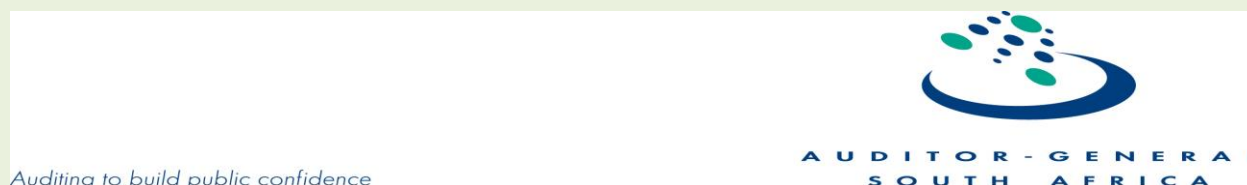
## **CHAPTER 5 – FINANCIAL PERFORMANCE**

### **FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 JUNE 2019**

## CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS

### COMPONENT A: AUDITOR-GENERAL OPINION OF FINANCIAL STATEMENTS YEAR -2017/18

#### 6.1 AUDITOR GENERAL REPORTS YEAR – 2017/18



### Report of the auditor-general to the North West provincial legislature and the council on the Bojanala Platinum District Municipality

#### Report on the audit of the financial statements

##### Disclaimer of opinion

1. I was engaged to audit the financial statements of the Bojanala Platinum District Municipality set out on pages xx to xx, which comprise of the statement of financial position as at 30 June 2018, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget and actual amounts for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.
2. I do not express an opinion on the financial statements of the municipality. Because of the significance of the matters described in the basis for disclaimer of opinion section of my report, I have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion on these financial statements.

##### Basis for disclaimer of opinion

##### Cash and cash equivalents

3. During 2017, the municipality did not correctly disclose the cash book balances in the notes to the financial statements as required by section 125(2)(a)(ii) of the MFMA. The cash book balances for the comparative periods ended 30 June 2017 and 30 June 2016 as disclosed in note 8 to the financial statements were overstated by R24 001 922 and R21 301 562 respectively. My audit opinion on the financial statements for the period ended 30 June 2017 was modified accordingly. My opinion on the current periods financial statements is also modified because of the possible effect of this matter on the comparability of the current period's figures.



### Property, plant and equipment

4. The municipality did not correctly account for property, plant and equipment as required by GRAP 17, *Property, plant and equipment*. Consequently property, plant and equipment was understated by R5 658 967 (2017: R6 680 103), depreciation was overstated by R2 131 637 and expenditure for 2017 was overstated by R5 764 486. Additionally, there was a consequential impact on the surplus for the year and the accumulated deficit disclosed in the financial statements.

### Payables from exchange transactions

5. I was unable to obtain sufficient appropriate audit evidence for trade payables included in payables from exchange transactions due to a lack of proper record keeping and reconciliation of control accounts by the municipality. I was unable to confirm these trade payables by alternative means. In addition, payables from exchange transactions were overstated by R14 626 322 as the municipality did not have adequate systems to account for payables from exchange transactions. Consequently, I was unable to determine whether any further adjustment to payables from exchange transactions of R50 211 850 presented in the statement of financial position and disclosed in note 11 to the financial statements were necessary.

### Accumulated deficit

6. I was unable to obtain sufficient appropriate audit evidence for the accumulated deficit due to unreconciled differences between the financial statements and the underlying accounting records. I was unable to confirm the accumulated deficit by alternative means. Consequently, I was unable to determine whether any adjustment to the accumulated deficit of R36 097 733 (2017: R40 488 264) presented in the statement of financial position and the statement of changes in net assets was necessary.

### Employee related costs

7. I was unable to obtain sufficient appropriate audit evidence for employee related costs due to variances between the accounting system and the payroll system that could not be supported. I could not confirm these employee related costs by alternative means. In addition, the leave pay included in the restated employee related cost corresponding figure was overstated by R3 512 202. Consequently, I was unable to determine whether any further adjustment to employee related costs of R167 273 790 presented in the statement of financial performance and disclosed in note 14 to the financial statements was necessary.

### Depreciation and amortisation

8. I was unable to obtain sufficient appropriate audit evidence for the restated corresponding figure for depreciation and amortisation due to the status of the accounting records. I was unable to confirm the depreciation and amortisation by alternative means. Consequently, I was unable to determine whether any adjustment relating to the depreciation and amortisation corresponding figure of R9 174 383 presented in the statement of financial performance and disclosed in note 16 to the financial statements was necessary.

### Contracted services

9. I was unable to obtain sufficient appropriate audit evidence for the restated corresponding figure for contracted services due to lack of evidence to support these transactions. I was unable to confirm these contracted services by alternative means. In addition, contracted services disclosed in note 19 to the financial statements was

overstated by R13 894 753 (2017: R43 968 744) and transfers and subsidies disclosed in the statement of financial performance was understated by R13 393 427 (2017: R40 353 789), as the municipality did not correctly account for contracted services and transfers and subsidies in accordance with GRAP 1, *Presentation of financial statements*. Consequently, I was unable to determine whether any further adjustment relating to the contracted services corresponding figure of R66 099 041 presented in the statement of financial performance and disclosed in note 19 to the financial statements was necessary.

#### Transfers and subsidies

10. I was unable to obtain sufficient appropriate audit evidence for the restated corresponding figure for transfers and subsidies due to lack of evidence to support these transactions. I was unable to confirm these transfers and subsidies by alternative means. Consequently, I was unable to determine whether any adjustment relating to the transfers and subsidies corresponding figure of R24 864 284 presented in the statement of financial performance was necessary.

#### Loss on disposal of assets and liabilities

11. I was unable to obtain sufficient appropriate audit evidence for the restated corresponding figure for loss on disposal of assets and liabilities due to the status of the accounting records. I was unable to confirm the loss on disposal of assets and liabilities by alternative means. Consequently, I was unable to determine whether any adjustment relating to the loss on disposal of assets and liabilities corresponding figure of R3 360 219 presented in the statement of financial performance was necessary.

#### Operational cost

12. I was unable to obtain sufficient appropriate audit evidence for the restated corresponding figure for operational cost due to lack of evidence to support these transactions. I was unable to confirm these operational cost by alternative means. Consequently, I was unable to determine whether any adjustment relating to the operational cost corresponding figure of R61 395 016 presented in the statement of financial performance and disclosed in note 20 to the financial statements was necessary. In addition, operational cost was overstated by R4 224 006 (2017: understated by R4 914 310) as the municipality did not correctly account for operational cost in accordance with GRAP 1, *Presentation of financial statements*.

#### Cash flow statement

13. The calculation of the net cash outflow from operating activities, cash flow from investing activities and cash flow from financing activities for the current and prior period did not appropriately account for cash and non-cash items as required by GRAP 2, *Cash flow statements*. I was unable to determine the extent of this misstatement on the items presented in the cash flow statement or the notes thereto as it was impracticable to do so due to the municipality's system.

#### Statement of comparison of budget and actual amounts

14. GRAP 24, *Presentation of budget information in the financial statements* requires the presentation of the budget information including a statement of comparing the budget and actual amounts as well as reasons for variances. The budget amounts included in the statement of comparison between budget and actual amounts did not agree to the final approved budget of council and reasons for variances were not disclosed. Consequently, the variances between the actual and budgeted amounts as disclosed in

the statement of comparison of budget and actual amounts, does not reflect the actual variances.

#### Prior period errors

15. The municipality did not correctly disclose prior period errors in notes 26 and 27 to the financial statements as required by GRAP 3 *Accounting policies, estimates and errors*. The nature, the amount of the correction for each financial statement item affected and the amount of the correction at the beginning of the earliest prior period were not disclosed. I was unable to quantify the full extent of the misstatement as it was impracticable to do so.

#### Unauthorised expenditure

16. Section 125 of the MFMA requires disclosure of unauthorised expenditure incurred. During 2016 the municipality incurred unauthorised expenditure of R19 992 610 due to overspending of individual votes within the budget which was not included in the opening balance of the comparative figure for unauthorised expenditure. This resulted in unauthorised expenditure being understated by R19 992 610 (2017: R19 992 610). In addition, I was unable to obtain sufficient appropriate audit evidence that all unauthorised expenditure incurred during 2017 and 2018 has been disclosed, as the municipality did not have adequate systems in place to identify and record all unauthorised expenditure. I was unable to confirm the unauthorised expenditure by alternative means. Consequently, I was unable to determine whether any further adjustment relating to unauthorised expenditure of R157 275 142 (2017: R157 275 142) as disclosed in note 30 to the financial statements was necessary.

#### Irregular expenditure

17. Section 125 of the MFMA requires the disclosure of irregular expenditure incurred. I was unable to obtain sufficient appropriate audit evidence for irregular expenditure as documentation to confirm the irregular expenditure disclosed not being provided. The municipality's records did not permit the application of alternative procedures. In addition, the municipality made payments of R3 782 241 in contravention of the supply chain management requirements which were not included in the irregular expenditure disclosed. Consequently, I was unable to determine whether any further adjustment relating to irregular expenditure of R304 178 972 disclosed in note 32 to the financial statements were necessary.
18. SCM regulation 36(2) requires the disclosure of deviations from inviting competitive bids. The municipality made payments of R25 605 350 (2017: R42 187 292) by deviating from inviting competitive bids. These deviations were not disclosed in the financial statements as required.

#### Material uncertainty relating to going concern

19. I draw attention to the matter below. My opinion is not modified in respect of this matter.
20. As disclosed in note 29 to the financial statements, the municipality's total liabilities exceed its total assets by R27 133 040 for the year ended 30 June 2018. These events or conditions, along with other matters set forth in note 29 to the financial statements, indicate that a material uncertainty exists that may cast significant doubt on the municipality's ability to continue as a going concern.

## **Emphasis of matters**

21. I draw attention to the matters below. My opinion is not modified in respect of these matters.

### **Material uncertainty relating to contingencies**

22. As disclosed in note 24 to the financial statements the municipality has contingent liabilities of R3 860 784 which will only be confirmed after the occurrence of a future event.

### **Fruitless and wasteful expenditure**

23. As disclosed in note 31 to the financial statements, fruitless and wasteful expenditure of R424 536 was incurred in the current year and fruitless and wasteful expenditure of R5 296 339 from prior years have not yet been dealt with in accordance with section 32 of the MFMA.

## **Other matters**

24. I draw attention to the matters below. My opinion is not modified in respect of these matters.

### **Unaudited disclosure notes**

25. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA. This disclosure requirement did not form part of the audit of the financial statements and accordingly I do not express an opinion thereon.

### **Unaudited supplementary schedules**

26. The supplementary information set out on pages xx to xx does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion thereon.

## **Responsibilities of the accounting officer for the financial statements**

27. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the South African Standards of Generally Recognised Accounting Practice (SA standards of GRAP) and the requirements of the MFMA and the Division of Revenue Act of South Africa, 2016 (Act No. 3 of 2016) (DoRA) and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
28. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or there is no realistic alternative but to do so.

## **Auditor-general's responsibilities for the audit of the financial statements**

29. My responsibility is to conduct an audit of the financial statements in accordance with International Standards on Auditing (ISAs) and to issue an auditor's report. However, because of the matters described in the basis for disclaimer of opinion section of my



report, I was not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion on these financial statements.

30. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *Code of ethics for professional accountants* (IESBA code) together with the ethical requirements that are relevant to my audit of the financial statements. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

## Report on the audit of the annual performance report

### Introduction and scope

31. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof I have a responsibility to report material findings on the reported performance information against predetermined objectives for selected development priorities presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.
32. My procedures address the reported performance information, which must be based on the approved performance planning documents of the municipality. I have not evaluated the completeness and appropriateness of the performance measures included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
33. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected development priorities presented in the annual performance report of the municipality for the year ended 30 June 2018:

Development priorities	Pages in the annual performance report
Basic service delivery and infrastructure development	xx – xx

34. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
35. The material findings in respect of the usefulness and reliability of the selected development priority are as follows:

### Basic service delivery and infrastructure development

#### Various indicators: Reported achievement not consistent with the planned indicator

36. The reported achievement was not consistent with the planned indicator for the indicators listed below:



Indicator	Reported achievement
Number of roads programmes completed by 30 June 2018 in Letlhakeng Village Moses Kotane Local Municipality	1.8 kms internal roads paved in Letlhakeng Village
Number of sanitation projects constructed in Mazista and Derby (Kgetlengrivier Local Municipality) by 30 June 2018	Toilets dislodged in Mazista (100 households) and Derby (459 households)
Number of structures constructed in Mmakau Village, Madibeng Local Municipality by 30 June 2018	Repair works in Mmakau sports facility completed

#### Various indicators: Reported achievement did not agree with evidence provided

37. The reported achievement in the annual performance report did not agree to the supporting evidence. The supporting evidence provided indicated that the achievement of these indicators were as follows:

Indicator description	Reported achievement	Audited value
Number of public awareness campaigns conducted in BPDM by 30 June 2018	20 Public awareness campaigns conducted	18 Public awareness campaigns conducted
Number of waste recovery awareness campaigns implemented in 5 local municipalities by 30 June 2018	Awareness campaigns implemented in 5 local municipalities	Awareness campaigns implemented in 4 local municipalities

#### Procurement of disaster equipment in support of local municipalities by Bojanala Platinum District Municipality by 30 June 2018

38. I was unable to obtain sufficient appropriate audit evidence to support the reported achievement for this indicator. This was due to a lack of technical indicator descriptions and formal standard operating procedures that predetermined how the achievement would be measured, monitored and reported. I was unable to confirm the reported achievement of the indicator by alternative means. Consequently, I was unable to determine whether any adjustments were required to the reported achievement of “disaster equipment procured and delivered” as reported in the annual performance report.

#### Other matters

39. I draw attention to the matters below.

#### Achievement of planned targets

40. Refer to the annual performance report on pages xx to xx for information on the achievement of planned targets for the year. This information should be considered in the context of the material findings on the usefulness and reliability of the reported performance information in paragraphs 36 to 38 of this report.

### Adjustment of material misstatements

41. I identified material misstatements in the annual performance report submitted for auditing. These material misstatements were on the reported performance information from the development priority for Basic service delivery and infrastructure development. As management subsequently corrected only some of these misstatements, I reported material findings on the usefulness and reliability of the reported performance information. Those that were not corrected are reported above.

## Report on audit of compliance with legislation

### Introduction and scope

42. In accordance with the PAA and the general notice issued in terms thereof I have a responsibility to report material findings on the compliance of the municipality with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
43. The material findings on compliance with specific matters in key legislation are as follows:

### Strategic planning and performance management

44. The service delivery and budget implementation plan (SDBIP) for the year under review did not include monthly revenue projections by source of collection and the monthly operational and capital expenditure by vote, as required by section 1 of the MFMA.
45. Performance targets were not set for each of the key performance indicators (KPIs) for the financial year, as required by section 41(1)(b) of the Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) and regulation 12(1) of the Municipal Planning and Performance Management Regulations.

### Annual financial statements and annual reports

46. The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122(1) of the MFMA. Material misstatements of disclosure items identified by the auditors in the submitted financial statements were subsequently corrected but the uncorrected material misstatements and supporting records that could not be provided resulted in the financial statements receiving a disclaimer of audit opinion.
47. The council failed to adopt an oversight report containing the council's comments on the annual report for the year ended 30 June 2017 within the prescribed timelines, as required by section 129(1) of the MFMA.

### Expenditure management

48. Money owed by the municipality was not always paid within 30 days, as required by section 65(2)(e) of the MFMA.
49. An adequate management, accounting and information system which recognised expenditure when it was incurred and accounted for creditors and payments made was not in place as required by section 65(2)(b) of the MFMA.
50. I was unable to obtain sufficient appropriate audit evidence that reasonable steps were taken to prevent unauthorised expenditure, as required by section 62(1)(d) of the MFMA. The full extent of the unauthorised expenditure could not be quantified as indicated in the basis for qualification paragraph.

51. Reasonable steps were not taken to prevent irregular expenditure, as required by section 62(1)(d) of the MFMA. The expenditure disclosed does not reflect the full extent of the irregular expenditure incurred as indicated in the basis for qualification paragraph. The majority of the disclosed irregular expenditure was caused by not following a competitive bidding process as required by SCM regulation 19(a).
52. Reasonable steps were not taken to prevent fruitless and wasteful expenditure of R424 536, as disclosed in note 31 to the financial statements, in contravention of section 62(1)(d) of the MFMA. The majority of the disclosed fruitless and wasteful expenditure was caused by interest and penalties on late payments to suppliers.

#### **Revenue management**

53. A tariff policy was not adopted for the levying of fees for provision of municipal services, as required by section 74(1) of the MSA and section 62(1)(f)(i) of the MFMA.

#### **Asset and liability management**

54. An effective system of internal control for the management of assets and liabilities was not in place, as required by section 63(2)(c) of the MFMA.

#### **Consequence management**

55. Unauthorised, irregular and fruitless and wasteful expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(a) and (b) of the MFMA.

#### **Human resource management**

56. I was unable to obtain sufficient appropriate audit evidence that the post in which the municipal manager was appointed was advertised, as required by section 54A(4)(a) of the MSA and regulation 10(2) of the Regulation on Appointment and Conditions of Employment of Senior Managers.
57. An approved staff establishment was not in place, as required by section 66(1)(a) of the MSA.
58. Appropriate systems and procedures to monitor, measure and evaluate performance of staff were not developed and adopted, as required by section 67(1)(d) of the MSA.

#### **Procurement and contract management**

59. Some of the goods and services with a transaction value of below R200 000 were procured without obtaining the required price quotations, in contravention of SCM regulation 17(a) and (c). Similar non-compliance was also reported in the prior year.
60. Some of the quotations were accepted from bidders who did not submit a declaration on whether they are employed by the state or connected to any person employed by the state, as required by SCM regulation 13(c).
61. Some of the quotations were accepted from bidders whose tax matters had not been declared by the South African Revenue Service to be in order, in contravention of SCM regulation 43.
62. Goods and services of a transaction value above R200 000 were procured without inviting competitive bids, as required by SCM regulation 19(a). Deviations were approved by the accounting officer even though it was not impractical to invite competitive bids, in contravention of SCM regulation 36(1). Similar non-compliance was also reported in the prior year.

63. The preference point system was not applied in the procurement of goods and services above R30 000 as required by section 2(a) of the Preferential Procurement Policy Framework Act. Similar non-compliance was also reported in the prior year.
64. Sufficient appropriate audit evidence could not be obtained that some construction contracts were awarded to contractors that were registered with the Construction Industry Development Board (CIDB) and qualified for the contract in accordance with section 18(1) of the CIDB Act and CIDB regulations 17 and 25(7A).
65. Persons in service of the municipality whose close family members had a private or business interest in contracts awarded by the municipality failed to disclose such interest, in contravention of SCM regulation 46(2)(e) and the code of conduct for staff members issued in terms of the MSA.

#### Other information

66. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report which include, the audit committee's report. The other information does not include the financial statements, the auditor's report thereon and those selected development priorities presented in the annual performance report that have been specifically reported on in the auditor's report.
67. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.
68. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected development priorities presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
69. As a result of the disclaimer of opinion expressed on the financial statements, I do not conclude on material misstatements of the other information relating to the financial statements. I did not receive the other information prior to the date of this auditor's report. After I receive and read this information, and if I conclude that there is a material misstatement, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

#### Internal control deficiencies

70. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance thereon. The matters reported below are limited to the significant internal control deficiencies that resulted in the basis for disclaimer of opinion, the findings on the annual performance report and the findings on compliance with legislation included in this report.
  - Leadership did not exercise oversight and decisive actions were not taken to address risks to ensure that complete and accurate financial reporting and related internal controls are implemented. Furthermore, the action plan to address prior year audit

findings was not adequate as numerous instances of repeat audit findings were identified which negatively impacts on the assurance level provided by leadership.

- Management failed to implement effective controls to ensure that all information in the financial statements were reliable before submission for audit as basic accounting errors were identified which could have been prevented had reasonable due care been exercised. Finance staff do not fully understand the requirements of the financial reporting framework and sustainable systems and processes were not introduced and implemented during the year for the recording, reconciling and reporting of transactions and balances which resulted in an over reliance on consultants to prepare the financial statements. Management could not provide adequate evidence in support of the information presented in the financial statements. Management did not adequately review and monitor compliance with applicable laws and regulations resulting in compliance matters not being addressed.
- The internal audit unit was not adequately resourced in order to identify internal control deficiencies and recommend effective corrective action. As a result, the audit committee was unable to provide adequate oversight over the effectiveness of the internal control environment, including financial and performance reporting and compliance with laws and regulations. The effectiveness of the audit committee as an assurance provider is impacted by leadership's inability to act on the recommendations made by the audit committee.

Auditor-General

Rustenburg

30 November 2018



COMMENTS ON MFMA SECTION 71 RESPONSIBILITIES:

Section 71 of the MFMA requires municipalities to return a series of financial performance data to the National Treasury at specified intervals throughout the year. The Chief Financial Officer states that these data sets have been returned according to the reporting requirements.

Signed (Chief Financial Officer)..... Dated

# GLOSSARY

## GLOSSARY

<b>Accessibility indicators</b>	Explore whether the intended beneficiaries are able to access services or outputs.
<b>Accountability documents</b>	Documents used by executive authorities to give “ <i>full and regular</i> ” reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
<b>Activities</b>	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe “ <i>what we do</i> ”.
<b>Adequacy indicators</b>	The quantity of input or output relative to the need or demand.
<b>Annual Report</b>	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
<b>Approved Budget</b>	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
<b>Baseline</b>	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
<b>Basic municipal service</b>	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
<b>Budget year</b>	The financial year for which an annual budget is to be approved – means a year ending on 30 June.
<b>Cost indicators</b>	The overall cost or expenditure of producing a specified quantity of outputs.
<b>Distribution indicators</b>	The distribution of capacity to deliver services.
<b>Financial Statements</b>	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
<b>General performance indicators</b>	<b>Key</b> After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
<b>Impact</b>	The results of achieving specific outcomes, such as reducing poverty and creating jobs.
<b>Inputs</b>	All the resources that contribute to the production and delivery of outputs. Inputs are “ <i>what we use to do the work</i> ”. They include finances, personnel, equipment and buildings.
<b>Integrated Development Plan (IDP)</b>	<b>Plan</b> Set out municipal goals and development plans.
<b>National performance areas</b>	<b>Key</b> <ul style="list-style-type: none"> <li>• Service delivery &amp; infrastructure</li> <li>• Economic development</li> <li>• Municipal transformation and institutional development</li> </ul>



# GLOSSARY

	<ul style="list-style-type: none"> <li>• Financial viability and management</li> <li>• Good governance and community participation</li> </ul>
<b>Outcomes</b>	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".
<b>Outputs</b>	The final products, or goods and services produced for delivery. Outputs may be defined as "what we produce or deliver". An output is a concrete achievement (i.e. a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.
<b>Performance Indicator</b>	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which an output has been achieved (policy developed, presentation delivered, service rendered)
<b>Performance Information</b>	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measure.
<b>Performance Standards:</b>	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
<b>Performance Targets:</b>	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.
<b>Service Delivery Budget Implementation Plan</b>	Detailed plan approved by the mayor for implementing the municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.
<b>Vote:</b>	<p>One of the main segments into which a budget of a municipality is divided for appropriation of money for the different departments or functional areas of the municipality. The Vote specifies the total amount that is appropriated for the purpose of a specific department or functional area.</p> <p>Section 1 of the MFMA defines a "vote" as:</p> <p><i>a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and</i></p> <p><i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i></p>

## APPENDICES

### APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time FT/PT	Committees Allocated	*Ward and/or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
				%	%
Cllr. Maria Fetsang Molosiwa	FT		ANC	78%	22%
Cllr. Asnath Molekwa	FT	Rules Committee	ANC	78%	22%
Cllr. Simon Klaas	FT	Rules Committee; CDS	ANC	89%	11%
Cllr. Nicholas R Rakolle	FT	Portfolio: IDP; SAC	ANC	89%	11%
Cllr. Violet Kgauki Maluleka	FT	Portfolio: HES	ANC	89%	11%
Cllr. Jakobo J Kgarimetsa	FT	Portfolio: CDS; SAC	ANC	78%	22%
Cllr. Tumelo Lucky Madiba	FT	Portfolio: TS	ANC	67%	33%
Cllr. Matshidiso P Papa	FT	Portfolio: CSS	ANC	100%	0%
Cllr. Dotty Rose Tlabyane	FT	Portfolio: ARD	ANC	67%	33%
Cllr. Beverly R Mantsho	FT	Portfolio: BTO; CSS	ANC	78%	22%
Cllr. Vincent O Moche	FT	Portfolio: SAC; GENDER	ANC	78%	22%
Cllr. Lucas Moate	FT	Portfolio: LED; BTO	ANC	100%	0%
Cllr. Nontlanganiso E Gwegwe	FT	Portfolio: Special Projects	AIC	78%	22%
Cllr. Solomon Davids	PT	MPAC Chairperson	ANC	100%	0%
Cllr. Maleshaba M Modise	PT	BTO; HES	ANC	78%	22%
Cllr. Dorah Mpho N Ngadi	PT	MPAC; BTO; CSS	ANC	89%	11%
Cllr. Phakame R Zwede	PT	Rules Committee; TS; CDS	ANC	67%	33%
Cllr. Rebecca M Seema	PT	IDP&PMS; LED	ANC	100%	0%
Cllr. Lerato Annah Ratlou	PT	CDS	DA	100%	0%
Cllr. Kgomotso Kgaswe	PT	CSS; SAC	DA	56%	44%
Cllr. Ditiragalo M Rakgatlha	PT	IDP&PMS	DA	78%	22%
Cllr. Paultjie Edward Hendricks	PT	MPAC	DA	100%	0%
Cllr. Golden Makhanya	PT	MPAC; IDP&PMS; SAC; CDS	EFF	78%	22%
Cllr. Primrose N Bogatsu	PT	BTO	EFF	67%	33%
Cllr. Desiree M Malane	PT	GENDER	EFF	67%	33%
Cllr. Granny T Mogale	PT	MPAC; LED	EFF	67%	33%
Cllr. Lydia Mabula	PT	CSS	EFF	56%	44%
Cllr. Wilhemina M Lefyine	PT	HES	EFF	78%	22%
Cllr. Masego D Kodisang	PT	Rules Committee; IDP&PMS	F4SD	89%	11%
Cllr. Abram Sello Habi	PT	LED	ANC	89%	11%
Cllr. Dimakatso A Malla	PT	IDP&PMS; CDS; HES	ANC	89%	11%
Cllr. Elisha Nokufa Mjekula	PT	TS	ANC	100%	0%
Cllr. Johannes L Sephai	PT	MPAC; CSS	ANC	89%	11%
Cllr. Levy Pule Mokwele	PT	SAC	ANC	89%	11%
Cllr. Maggy Regina Rantho	PT	SAC	ANC	100%	0%

# GLOSSARY

Council Members	Full Time / Part Time FT/PT	Committees Allocated	*Ward and/or Party Represented	Percentage Council Meetings Attendance %	Percentage Apologies for non-attendance %
Cllr. Virginia N Mqanqeni	PT	IDP&PMS; GENDER	ANC	100%	0%
Cllr. Patrick Adam Tlhapi	PT	BTO	ANC	100%	0%
Cllr. Claudina N Molotsi	PT	GENDER	DA	89%	11%
Cllr. Ilse Edwards	PT		DA	78%	22%
Cllr. Martin Coetzee	PT	Rules Committee; TS	DA	89%	11%
Cllr. Baraedi J Mpolokeng	PT	ARD	EFF	89%	11%
Cllr. Fred L Setshoane	PT	LED	EFF	56%	44%
Cllr. Johannes Motshwane	PT		EFF	78%	22%
Cllr. Phistos Mnisi	PT		F4SD	89%	11%
Cllr. Reuben P Molatlhegi	PT	TS	EFF	44%	56%
Cllr. Efesia Matshereng	PT	CDS	ANC	44%	56%
Cllr. Joyce M Radiokana	PT	Rules Committee; MPAC; TS	ANC	67%	33%
Cllr. Magdeline N Nkotswe	PT	ARD; HES	ANC	89%	11%
Cllr. Ziphorah M Motswenyane	PT	LED	DA	89%	11%
Cllr. Kgatoentle Seanego	PT	CDS	EFF	22%	78%
Cllr. Nthabiseng Mollo	PT		EFF	44%	56%
Cllr. Boetinyana W Baloyi	PT	ARD	ANC	67%	33%
Cllr. Japhta Makhubela	PT	MPAC; LED	ANC	100%	0%
Cllr. Louretta Letebele	PT	MPAC, IDP&PMS, & GENDER	ANC	100%	0%
Cllr. Rakgomo S Magalefa	PT	ARD	DA	33%	67%
Cllr. Cordelia M Shai	PT	TS	EFF	44%	56%
Cllr. Thushoeng G Naledi	PT	ARD; HES	ANC	89%	11%
Cllr. Emang E Tanke	PT	CDS	ANC	67%	33%
Cllr. Hendrick T Phalwane	PT	CSS	ANC	78%	22%
Cllr. Joseph T Moabi	PT	TS	ANC	100%	0%
Cllr. Mabeleng L Makgale	PT	GENDER	ANC	100%	0%
Cllr. Molatlhegi W Motlhasedi	PT	BTO	ANC	89%	11%
Cllr. Oupa D Marapyane	PT	Rules Committee; MPAC	ANC	89%	11%
Cllr. Tsheko S Bogale	PT	Rules Committee; MPAC; LED	ANC	89%	11%
Cllr. Eugen Van der Schyff+	PT		DA	67%	33%
Cllr Jan Colly Van Rhyn	PT	BTO	DA	33%	67%
Cllr. Merriam Z Banda	PT	HES	DA	78%	22%
Cllr. Jacobeth Mosito	PT	BTO; HES	EFF	67%	33%
Cllr. Khomotjo S Komape	PT	ARD; SAC	EFF	78%	22%
Cllr. Magdeline M Sekgothe	PT	MPAC; HES	F4SD	67%	33%
Cllr Samuel Moloi (replaced Cllr Van Rhyn)	PT		DA	40%	60%

# GLOSSARY

## APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES

<b>Committees (other than Mayoral/Executive Committee) and Purposes of Committees</b>	
<b>Municipal Committee</b>	<b>Purpose of Committee</b>
<b>Rules Committee</b>	To develop Rules of Order and amendments thereto, and recommend the same to Council. To summon any Councillor/s and/or official/s to appear before the committee to assist the committee in the performance of its functions.
<b>Audit Committee</b>	To provide assurance and advice on risk management, internal controls, financial statements, compliance with laws and regulations.
<b>Municipal Public Accounts Committee</b>	To exercise oversight over the executive functionaries of the Council and to ensure good governance in the municipality.
<b>Portfolio Committees:</b> Corporate Support Services Sports, Arts and Culture Community Development Services Local Economic Development & Tourism Agriculture and Rural Development Technical Services Budget and Treasury IDP, PMS, Monitoring and Evaluation Gender, HIV/AIDS, Youth & Disability Health & Environmental Services	Section 79 committees, also known as Portfolio Committees monitor the delivery and outputs of each department. These committees play an oversight role and are not delegated any decision-making powers. They are responsible for submitting reports to the Mayoral Committee

# GLOSSARY

## APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director/Manager (State title and name)
Office of the Municipal Manager	Mr. Pogiso Shikwane (Municipal Manager)
	Ms. Moitse Lynette Lekhafola (Manager)
	Ms. Nelisiwe Cikizwa Qayiso (Manager)
	Mr. Vusi Mogale (Manager)
	Mr. Colleth Tshikukuvhe (Acting Manager)
Office of the Executive Mayor	Mr. Patrick Magano (Chief of Staff)
	Mr. Archie Babeile (Manager)
Office of the Speaker	Ms. Bontle Qiqimana (Manager)
Office of the Single Whip	Mr. Senzo Ncongolo (Acting Manager)
Budget and Treasury Office	Ms. Olga Leslina Ndlovu (Chief Financial Officer)
	Ms. Abueng Tolo (Manager)
	Ms. Dolly Madikela (Manager)
	Ms. Dikeledi Dikolomela (Manager)
	Mr. Attie Jansen (Manager)
Technical Services	Mr. Amos Khumalo (Director)
	Ms. Kgomotso Monamodi (Manager)
	Mr. Sello Selepe (Manager)
	Ms. Phindile Makhanye (Acting Manager)
Community Development Services	Ms. Gladys Thandi Mahlangu (Director)
	Mr. Prince Morare (Manager)
	Mr. Patrick Dirapelo (Manager)
	Ms. Johanna Mosete (Manager)
	Ms. Mpho Raditladi (Manager)
Health and Environmental Services	Mr. Tshepo George Lenake (Director)
	Ms. Amanda Bubu (Manager)
	Ms. Nozi Masekwane (Manager)
	Mr. James Masebe (Manager)
Economic Development, Tourism, Agriculture and Rural Development	Ms. Beauty Makganye (Director)
	Ms. Keitumetse Masemola (Manager)
	Mr. Oupa Modise (Manager)
	Mr. Mike Mokgatsi (Manager)
Corporate Support Services	Ms. Mmabatho Mildred Tshukudu (Acting Director)
	Ms. Minky Mpolai Maape (Manager)
	Mr. Carlos Mpete (Manager)

# GLOSSARY

## APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July to 30 June of Year 2018/2019 (Current Year)		
Position	Name	Description of Financial Interests* (Nil / or details)
Executive Mayor	Cllr. Maria Fetsang Molosiwa	Nil
Speaker	Cllr. Asnath Molekwa	Nil
Single Whip	Cllr. Simon Klaas	Nil
Members of Mayco/Exco	Cllr. Nicholas R Rakolle	Nil
	Cllr. Violet Kgauki Maluleka	Nil
	Cllr. Jakobo J Kgarimetsa	Nil
	Cllr. Tumelo Lucky Madiba	Nil
	Cllr. Matshidiso P Papa	Nil
	Cllr. Dotty Rose Tlabyane	Nil
	Cllr. Beverly R Mantsho	Nil
	Cllr. Vincent O Moche	Nil
	Cllr. Lucas Moate	Nil
	Cllr. Nontlanganiso E Gwegwe	Nil
Councillors	Cllr. Solomon Davids	Nil
	Cllr. Maleshaba M Modise	Nil
	Cllr. Dorah Mpho N Ngadi	Nil
	Cllr. Phakame R Zwede	Nil
	Cllr. Rebecca M Seema	Nil
	Cllr. Lerato Annah Ratlou	Nil
	Cllr. Kgomotso Kgaswe	Nil
	Cllr. Ditiragalo M Rakgatlha	Nil
	Cllr. Paultjie Edward Hendricks	Nil
	Cllr. Golden Makhanya	Nil
	Cllr. Primrose N Bogatsu	Nil
	Cllr. Desiree M Malane	Nil
	Cllr. Granny T Mogale	Nil
	Cllr. Lydia Mabula	Nil
	Cllr. Wilhemina M Lefyine	Nil
	Cllr. Masego D Kodisang	Nil
	Cllr. Abram Sello Habi	Nil
	Cllr. Dimakatso A Malla	Nil
	Cllr. Elsha Nokufa Mjekula	Nil
	Cllr. Johannes L Sephai	Nil
	Cllr. Levy Pule Mokwele	Nil
	Cllr. Maggy Regina Rantho	Nil
	Cllr. Virginia N Mqanqeni	Nil
	Cllr. Patrick Adam Tlhapi	Nil
	Cllr. Claudina N Molotsi	Nil
	Cllr. Ilse Edwards	Nil
	Cllr. Martin Coetzee	Nil
	Cllr. Baraedi J Mpolokeng	Nil

# GLOSSARY

Disclosures of Financial Interests		
Period 1 July to 30 June of Year 2018/2019 (Current Year)		
Position	Name	Description of Financial Interests* (Nil / or details)
Councillors (continued)	Cllr. Fred L Setshoane	Nil
	Cllr. Johannes Motshwane	Nil
	Cllr. Phistos Mnisi	Nil
	Cllr. Reuben P Molatlhegi	Nil
	Cllr. Efesia Matshereng	Nil
	Cllr. Joyce M Radiokana	Nil
	Cllr. Magdeline N Nkotswe	Nil
	Cllr. Ziphorah M Motswenyane	Nil
	Cllr. Kgatoentle Seanego	Nil
	Cllr. Nthabiseng Mollo	Nil
	Cllr. Boetinyana W Baloyi	Nil
	Cllr. Japhta Makhubela	Nil
	Cllr. Louretta Letebele	Nil
	Cllr. Rakgomo S Magalefa	Nil
	Cllr. Cordelia M Shai	Nil
	Cllr. Thushoeng G Naledi	Nil
	Cllr. Emang E Tanke	Nil
	Cllr. Hendrick T Phalwane	Nil
	Cllr. Joseph T Moabi	Nil
	Cllr. Mabeleng L Makgale	Nil
	Cllr. Molatlhegi W Motlhasedi	Nil
	Cllr. Oupa D Marapyane	Nil
	Cllr. Tsheko S Bogale	Nil
	Cllr. Eugen Van der Schyff+	Nil
	Cllr Jan Colly Van Rhyn	Nil
	Cllr. Merriam Z Banda	Nil
	Cllr. Jacobeth Mosito	Nil
	Cllr. Khomotjo S Komape	Nil
	Cllr. Magdeline M Sekgothe	Nil
	Cllr. Samuel Moloi	Nil
Municipal Manager	Mr. Pogiso Shikwane	Nil
Chief Financial Officer	Ms. Olga Leslina Ndlovu	Nil
Directors	Ms. Thandi Gladys Mahlangu	Nil
	Mr. Tshepo George Lenake	Nil
	Ms. Beauty Makganye	Nil
	Mr. Amos Khumalo	Nil
Acting Director	Ms. Mildred Tshukudu	Nil

# GLOSSARY

## CHAPTER 9:

### AUDIT REPORT OF THE SHARED AUDIT COMMITTEE FOR THE YEAR ENDED 30 JUNE 2019



## ANNUAL PERFORMANCE REPORT 2018/19

### GOOD GOVERNANCE AND PUBLIC PARTICIPATION

<b>Outcome 9</b>	<b>OUTPUT 1</b>	<b>Implement a differentiated approach to municipal financing, planning and support</b>									
	<b>OUTPUT 3</b>	<b>Implementation of the community work programme</b>									
	<b>OUTPUT 5</b>	<b>Deepen democracy through a refined ward committee model</b>									
	<b>OUTPUT 7</b>	<b>Single window of coordination</b>									
<b>Strategic Objective</b>	<b>Key performance indicator</b>	<b>Baseline</b>	<b>Annual Target</b>	<b>Operating Budget</b>	<b>Annual Expenditure</b>	<b>Responsible Department</b>	<b>Annual Performance</b>	<b>Reason for variance</b>	<b>Corrective measures</b>	<b>2017/18 Performance</b>	<b>Portfolio of Evidence</b>
Support Local Governance Structure	Number of Ward Committee programmes conducted in Bojanala Region	2 ward committees trainings conducted in 2017/18 FY	2 Ward Committee programmes conducted in Bojanala Region by 30 June 2019	R 0	R 0	Office of the Speaker	Achieved 2 Ward Committee programmes conducted	Not Applicable	Not Applicable	2 Ward Committee trainings conducted by BPDM	Report
	Number of students financially supported with community study bursaries by BPDM	10 community study bursaries awarded in 17/18 FY	11 community study bursaries to be awarded to Bojanala District students by 30 June 2019 and payments for existing students	R 1 000 000	R 270 883	Office of the Executive Mayor	Not Achieved No community bursaries were awarded to new students. Payment for 4 existing students was effected	Awarding of bursaries to new students frozen until the NFSAS process is completed. There are only 4 existing students still being funded	This KPI will be revised during 2019/20 Financial Year	Bursary payments effected for 8 students	Report
	Number of Audit Committee reports for BPDM adopted by Council	4 Audit Committee Reports adopted during 16/17FY	4 Audit Committee Reports adopted by Council by 30 June 2019	Operational	Operational	Office of the Municipal Manager	Achieved 4 Audit Committee Reports adopted by Council	Not Applicable	Not Applicable	3 Audit Committee reports tabled to Council	Audit Committee Report & Council Resolution

# GLOSSARY

<b>Outcome 9</b>	<b>OUTPUT 1</b>	<b>Implement a differentiated approach to municipal financing, planning and support</b>									
	<b>OUTPUT 3</b>	<b>Implementation of the community work programme</b>									
	<b>OUTPUT 5</b>	<b>Deepen democracy through a refined ward committee model</b>									
	<b>OUTPUT 7</b>	<b>Single window of coordination</b>									
<b>Strategic Objective</b>	<b>Key performance indicator</b>	<b>Baseline</b>	<b>Annual Target</b>	<b>Operating Budget</b>	<b>Annual Expenditure</b>	<b>Responsible Department</b>	<b>Annual Performance</b>	<b>Reason for variance</b>	<b>Corrective measures</b>	<b>2017/18 Performance</b>	<b>Portfolio of Evidence</b>
Support Local Governance Structure	Number of Reviewed Audit Committee Charters adopted by Council	2018/19 Audit Committee Charter adopted during 17/18FY	1 Reviewed Audit Committee Charter tabled to Council by 30 June 2019	Operational	Operational	Office of the Municipal Manager	Not Achieved Audit Committee Charter not tabled to Council	The Charter was finalised late and therefore could not be presented in time to Council.	The Charter will be tabled at the next Council sitting of 2019/20FY	2018/19 Audit Committee Charter	19/20 Reviewed Audit Committee Charter & Council Resolution
	Number of workshops conducted for BPDM councillors	1 workshop conducted in 17/18FY	1 workshop for BPDM Councillors conducted by 30 June 2019	R 1 298 600	R 1 371 838	Office of the Speaker	Achieved 1 workshop for BPDM Councillors conducted	Not Applicable	Not Applicable	1 workshop conducted for Councillors	Report
	Number of RHR/Advocacy programmes financially supported by BPDM	4 RHR/ advocacy programmes supported in 17/18 FY	5 RHR/advocacy programmes financially supported by 30 June 2019 (Youth, Elderly, PWD; HIV/Aids)	R 750 000	R 923 428	Office of the Executive Mayor	Achieved 5 RHR/advocacy programmes financially supported	Not Applicable	Not Applicable	4 advocacy and 4 RHR programmes supported	Report
To Promote Good Governance and Community Participation	Number of Oversight report on Annual Report tabled to Council for adoption by Council	1 Oversight Report in place for 16/17 FY	1 Oversight Report on 17/18 Annual Report tabled to Council for adoption by 31 March 2019	R 600 000	R 679 069	MPAC	Achieved 1 Oversight Report on 17/18 Annual Report adopted by Council	Not Applicable	Not Applicable	2 Oversight reports adopted	Report

# GLOSSARY

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 3	Implementation of the community work programme									
	OUTPUT 5	Deepen democracy through a refined ward committee model									
	OUTPUT 7	Single window of coordination									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
To Promote Good Governance and Community Participation	Number of public participation programmes/events (Imbizos) financially supported in Bojanala Region	2 events conducted in 17/18 FY	4 public participation programmes/event s (Imbizos) financially supported in Bojanala Region by 30 June 2019	R 3 431 500	R 4 093 800	Office of the Executive Mayor	Not Achieved 1 Imbizo/public participation financially supported	No request received from Local Municipalities	The non-responsiveness of Local Municipalities will be discussed in the IGR and a working strategy will then be adopted.	3 Imbizos/public participation programmes supported	Report
	Number of District Anti Corruption awareness campaigns convened in Bojanala Region	2 Anti Corruption awareness campaign conducted in 17/18 FY	2 Anti Corruption awareness campaigns conducted in Bojanala Region by 30 June 2019	R 439 000	R 23 640	Office of the Speaker	Achieved 2 Anti Corruption awareness campaigns conducted	Not Applicable	Not Applicable	1 Anti-corruption awareness campaign conducted	Report
Support Local Government Structure	Number of Indigents/households provided with food parcels in Local Municipalities	90 households provided with food parcels in Local Municipalities in 17/18FY	120 Indigents/households provided with food parcels in Local Municipalities by 30 June 2019	R 300 000	R 231 234	Community Development Services	Not Achieved 90 food parcels delivered to Indigents/households	Food parcels could not be handed over to recipients on the scheduled date due to the unavailability of the Mayor of Kgetlengrivier LM.	Food parcels will be delivered to the recipients during Q1 of the 2019/20 FY	90 food parcels delivered to Indigents/households	Report

# GLOSSARY

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 3	Implementation of the community work programme									
	OUTPUT 5	Deepen democracy through a refined ward committee model									
	OUTPUT 7	Single window of coordination									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Support Local Government Structure	Number of NGO's/NPO's financially supported in Local Municipalities	5 NGO's/NPO's financially supported in 17/18 FY	5 NGO's/NPO's financially supported in Local Municipalities by 30 June 2019	R 758 494	R 106 349	Community Development Services	Not Achieved Financial support not effected to the 5 NGOs/NPOs identified	No monitoring and evaluation done due to the non-payment of NGO's/NPO's by the Municipality due to cash flow challenges	Payment to the NGO's/NPO's will be effected during Q1 of the 2019/20 FY	5 NGO's/NPO's supported	Report
	Number of NGO's financially supported through EPWP grant in local municipalities	27 beneficiaries financially supported in 17/18FY	27 beneficiaries from 5 NGO's financially supported with EPWP grants in local municipalities by 30 June 2019	R 1 558 000	R 649 384	Community Development Services	Achieved 27 beneficiaries from 5 NGO's financially supported with EPWP grants	Not Applicable	Not Applicable	27 beneficiaries from 5 NGO's financially supported with EPWP grants	Report
	Number of Single Whip Forums convened in BPDM	4 Single Whip Forums convened in 17/18 FY	3 Single Whip Forums convened in BPDM by 30 June 2019	R 4 051 100	R 10 443 407	Office of the Chief Whip	Achieved 3 Single Whip Forums convened	Not Applicable	Not Applicable	4 Single Whip Forums convened	Report
	Number of public participation engagements with Local Municipalities in Bojanala Region convened	2 public participation engagements in 17/18FY	2 public participation engagements with Local Municipalities in Bojanala Region convened by 30 June 2019	R 2 934 450	R 8 806 271	Office of the Speaker	Achieved 2 public participation engagements with Local Municipalities	Not Applicable	Not Applicable	2 public participation engagements implemented	Report

# GLOSSARY

<b>Outcome 9</b>	<b>OUTPUT 1</b>	<b>Implement a differentiated approach to municipal financing, planning and support</b>									
	<b>OUTPUT 3</b>	<b>Implementation of the community work programme</b>									
	<b>OUTPUT 5</b>	<b>Deepen democracy through a refined ward committee model</b>									
	<b>OUTPUT 7</b>	<b>Single window of coordination</b>									
<b>Strategic Objective</b>	<b>Key performance indicator</b>	<b>Baseline</b>	<b>Annual Target</b>	<b>Operating Budget</b>	<b>Annual Expenditure</b>	<b>Responsible Department</b>	<b>Annual Performance</b>	<b>Reason for variance</b>	<b>Corrective measures</b>	<b>2017/18 Performance</b>	<b>Portfolio of Evidence</b>
To Promote Good Governance and Community Participation	Number of IGR meetings held and facilitated by BPDM	4 IGR District Forum meetings held 17/18 FY	8 IGR Forum meetings held by 30 June 2019	R 100 000	R 11 828	Office of the Executive Mayor	Not Achieved 3 IGR Forum meetings held	The scheduled meeting could not be held due to unavailability of members due to other commitments	An annual IGR calendar of meetings will be circulated to all members in order to minimise the unavailability of members.	4 IGR Forum meetings held	Report
	Number of District Communication Forum meetings held and facilitated by BPDM	4 District Communication Forum meetings held in 17/18 FY	2 District Communication Forum meetings held by 30 June 2019	R 100 000	R 87 000	Office of the Executive Mayor	Achieved 2 District Communication Forum meetings held	Not Applicable	Not Applicable	4 District Communication Forums held	Report
	Number of Community Outreach programmes financially supported in Bojanala Region	2 programmes financially supported in 17/18FY	2 Community Outreach programmes financially supported in Bojanala Region by 30 June 2019	R 2 400 000	R 7 991 875	Office of the Executive Mayor	Achieved 2 Community Outreach programmes financially supported	Not Applicable	Not Applicable	3 Community Outreach programmes supported	Report
	Number of public participation engagements with Local Municipalities in Bojanala Region convened	2 public participation engagements in 17/18FY	2 public participation engagements with Local Municipalities in Bojanala Region convened by 30 June 2019	R 2 934 450	R 8 806 271	Office of the Speaker	Achieved 2 public participation engagements with Local Municipalities	Not Applicable	Not Applicable	2 public participation engagements implemented	Report

# GLOSSARY

## MUNICIPAL TRANSFORMATION AND DEVELOPMENT

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 6	Administrative and financial capability									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Develop and strengthen a politically and administratively stable system of a municipality	Number of Amended 2019/20 IDP adopted by Council	2018/19 Amended IDP in place 17/18 FY	1 Amended 2019/20 IDP adopted by Council by 30 May 2019	R 4 736 179	R 4 913 012	Office of the Municipal Manager	Achieved 1 Amended IDP adopted	Not Applicable	Not Applicable	1 Amended IDP adopted	Amended 2019/20 IDP & Council Resolution
	Number of 2019/20 District IDP Framework approved by Council	2018/19 District IDP Framework approved in 17/18FY	1 2019/20 District IDP Framework approved by Council by 31 August 2018	Operational	Operational	Office of the Municipal Manager	Achieved 1 District IDP Framework adopted	Not Applicable	Not Applicable	1 District IDP Framework adopted	2019/20 District IDP Framework and Council resolution
	Number of 2019/20 Process Plan adopted by Council	2018/19 IDP Process plan in place	1 2019/20 Process Plan adopted by Council by 31 August 2018	Operational	Operational	Office of the Municipal Manager	Achieved 1 Process Plan adopted	Not Applicable	Not Applicable	1 Process Plan adopted	Process Plan and council resolution
	Number of 2018/19 Performance Agreements signed by BPDM Sec 56 Managers in accordance with MSA Sec 57	7 signed 2017/18 Performance Agreements in place	7 2018/19 Performance Agreements signed by BPDM Sec 56 Managers in accordance with Sec 57 of the MFA by 28 July 2018	Operational	Operational	Office of the Municipal Manager	Achieved 7 Performance Agreements signed	Not Applicable	Not Applicable	7 Performance Agreements signed	Copies of signed Performance Agreements

# GLOSSARY

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 6	Administrative and financial capability									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Develop and strengthen a politically and administratively stable system of a municipality	Number of 2018/2019 Mid Term Performance Review Reports adopted by Council	1 2017/18 Mid Term report in place	1 2018/19 Midterm Performance Review Report adopted by Council by 25 January 2019	R 224 078	R 0	Office of the Municipal Manager	Achieved 1 Mid-Term report adopted	Not Applicable	Not Applicable	1 Mid-Term report adopted	Mid-term Report & Council Resolution
	Number of Quarterly Performance Reports for BPDM adopted by Council	4 x Quarterly Performance Reports in place	4 x quarterly performance reports adopted by Council by 30 June 2019	Operational	Operational	Office of the Municipal Manager	Achieved 4 quarterly performance reports adopted	Not Applicable	Not Applicable	4 quarterly performance reports adopted	Reports & council resolutions
	Number of Annual Reports tabled to Council for approval	1 Annual Report approved by Council in 17/18 FY	1 Annual Report tabled to Council for approval by 31 January 2019	Operational	Operational	Office of the Municipal Manager	Achieved 1 Annual Report adopted	Not Applicable	Not Applicable	1 Annual Report adopted	Annual Report & Council Resolution
	Number of quarterly reviews of the risks in the BPDM Risk Register by departments facilitated	Risk Register updated in 17/18 FY	4 Quarterly Reviews of risks in the BPDM Risk Register by departments by 30 June 2019	R 50 000	R 0	Office of the Municipal Manager	Achieved 4 quarterly reviews of risks updated	Not Applicable	Not Applicable	4 quarterly reviews of risks updated	Departmental Risk register
	Number of quarterly updates of the Top 10 institutional risks in the BPDM Risk Register		2 Quarterly updates of risks in the BPDM Risk Register by 30 June 2019			Office of the Municipal Manager	Achieved 2 quarterly updates of Top 10 risks updated	Not Applicable	Not Applicable	2 quarterly updates of Top 10 risks updated	Report

# GLOSSARY

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 6	Administrative and financial capability									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Develop and strengthen a politically and administratively stable system of a municipality	Number of website updates on the official BPDM website	13 reports uploaded on the website for 17/18 FY	13 reports uploaded into the BPDM website by 30 June 2019	Operational	Operational	Office of the Municipal Manager	Achieved 13 reports uploaded on the website	Not Applicable	Not Applicable	13 reports uploaded on the website	Report
	Number of quarterly website upgrade reports submitted to the Accounting Officer	4 quarterly website upgrade reports in place	4 quarterly website upgrade reports submitted to the Accounting Officer by 30 June 2019	R 100 000	R 173 766	Office of the Municipal Manager	Achieved 4 quarterly website reports submitted	Not Applicable	Not Applicable	4 quarterly website reports submitted	Report
	Number of computer licences renewed for BPDM	5 computer licences renewed for BPDM for 17/18FY	5 computer licences renewed for BPDM by 30 June 2019	R 767 513	R 560 435	Office of the Municipal Manager	Not Achieved 4 computer licences renewed	Department of Rural Development has paid the GIS licence	BPDM will no longer be paying the GIS licence	5 computer licences renewed	Report
Achieve a sound labour and positive employee climate	Number of Labour Relations awareness workshops convened	4 Local Government Labour Relations awareness workshops convened in 17/18FY	4 Labour Relations workshops facilitated and convened by 30 June 2019	Operational	Operational	Corporate Support Services	Achieved 4 labour relations workshops facilitated	Not Applicable	Not Applicable	4 labour relations workshops facilitated	Report
Achieve a positive employee climate	Percentage of employees assisted through Employee Assistance Programme by BPDM	8 employees taken through EAP services in 17/18 FY	100% employees that have applied assisted through EAP by BPDM by 30 June 2019	R 74 996	R 465 004	Corporate Support Services	Achieved 100% employee assistance with EAP	Not Applicable	Not Applicable	100% employee assistance with EAP	Report



# GLOSSARY

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 6	Administrative and financial capability									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Enhance Employees Skills	Number of Training and Development Plans and Reports submitted to LGSETA	2 Training and Development Plans and reports submitted in 17/18 FY	2 Training and Development Plans and Reports submitted to LGSETA by 30 June 2019	Operational	Operational	Corporate Support Services	Achieved 2 Training and Development Plans and Reports submitted to LGSETA	Not Applicable	Not Applicable	2 Training and Development Plans and Reports submitted to LGSETA	Report
	Number of bursary committee meetings facilitated	24 employees allocated bursaries in 16/17 FY	2 bursary committee meetings facilitated by 30 June 2019	R 500 000	R 452 980	Corporate Support Services	Achieved 2 bursary committee meetings facilitated	Not Applicable	Not Applicable	Application process facilitated	Report
Promote good governance through provision of administrative support	Percentage of secretariat services provided through compilation of agendas and minute taking for all Portfolio Committee, Mayoral and Council meetings convened	Secretariat services in place	100% secretariat services provided through compilation of agendas and minute taking for all Portfolio Committee, Mayoral and Council meetings by 30 June 2019	Operational	Operational	Corporate Support Services	Achieved 100% secretariat services provided	Not Applicable	Not Applicable	100% secretariat services provided	Report
	Number of quarterly leave reports submitted to the Accounting Officer	4 quarterly leave reports in place for 17/18FY	4 quarterly leave reports (1 each quarter) submitted to the Accounting Officer by 30 June 2019	Operational	Operational	Corporate Support Services	Achieved 4 quarterly leave reports submitted	Not Applicable	Not Applicable	4 quarterly leave reports submitted	Report

# GLOSSARY

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 6	Administrative and financial capability									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
	Number of quarterly fleet management reports submitted to the Accounting Officer	4 quarterly fleet management reports in place for 17/18FY	4 quarterly fleet management reports (1 each quarter) submitted to the Accounting Officer by 30 June 2019	Operational	Operational	Corporate Support Services	Achieved 4 quarterly fleet management reports submitted	Not Applicable	Not Applicable	4 quarterly fleet management reports submitted	Report
	Number of Local Labour Forum meetings held	2 Local Labour Forum meetings held in 17/18FY	2 Local Labour Forum meetings held by 30 June 2019	Operational	Operational	Corporate Support Services	Achieved 2 Local Labour Forum meetings held	Not Applicable	Not Applicable	2 Local Labour Forum meetings held	Report
Promote good governance through provision of administrative support	Number of District Records Management Forum meetings held	4 District Records Management Forum meetings held 17/18FY	4 District Records Management Forum meetings held by 30 June 2019	Operational	Operational	Corporate Support Services	Achieved 4 District Records Management Forum meetings held	Not Applicable	Not Applicable	4 District Records Management Forum meetings held	Report

# GLOSSARY

## MUNICIPAL FINANCIAL VIABILITY

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 6	Administrative and financial capability									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Strengthen the administrative and financial capability of municipalities	Number of MFMA Reports submitted to relevant stakeholders	16 MFMA Reports submitted to relevant stakeholders in 17/18 FY	18 MFMA Reports to be submitted to relevant stakeholders by 30 June 2019	Operational	Operational	Budget and Treasury Office	Achieved 18 MFMA Reports to be submitted to relevant stakeholders	Not Applicable	Not Applicable	18 MFMA Reports submitted	Acknowledgement by Provincial Treasury & Auditor General, Council Resolution
	Number of quarterly VAT Returns reports submitted to the Accounting Officer	4 quarterly VAT Returns reports in place for 17/18FY	4 quarterly VAT Returns reports submitted to the Accounting Officer by 30 June 2019	Operational	Operational	Budget and Treasury Office	Achieved 4 quarterly VAT Returns reports submitted	Not Applicable	Not Applicable	4 quarterly VAT Returns reports submitted	Report
	Number of financial statements submitted to Council	New	1 Mid term AFS submitted to Council by 30 June 2019	Operational	Operational	Budget and Treasury Office	Achieved 1 Mid term AFS submitted to Council	Not Applicable	Not Applicable	New	Mid-term Financial statements & council resolution
	Number of Annual Financial Statements compiled	2017/18 Annual Financial Statements in place	1 set of Annual Financial Statements compiled by BPDM by 30 June 2019	R 2 500 000	R 1 973 087	Budget and Treasury Office	Achieved 1 set of Annual Financial Statements compiled	Not Applicable	Not Applicable	1 set of Annual Financial Statements compiled	Financial statements
	Number of monthly bank reconciliation reports submitted to the Accounting Officer	Bank reconciliation reports in place for 17/18FY	12 bank reconciliation reports submitted to the Accounting Officer by 30 June 2019	Operational	Operational	Budget and Treasury Office	Achieved 12 bank reconciliation reports submitted	Not Applicable	Not Applicable	12 bank reconciliation reports submitted	Report

# GLOSSARY

Outcome 9	OUTPUT 1	Implement a differentiated approach to municipal financing, planning and support									
	OUTPUT 6	Administrative and financial capability									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Strengthen the administrative and financial capability of municipalities	Number of quarterly Asset management reports submitted to the Accounting Officer	4 Quarterly asset management reports in place	4 quarterly (1 each quarter) Asset management reports submitted to the Accounting Officer by 30 June 2019	Operational	Operational	Budget and Treasury Office	Achieved 4 quarterly Asset management reports submitted	Not Applicable	Not Applicable	4 quarterly Asset Management reports submitted	Report
Achieve a positive employee climate	Number of Employees trained in line with Finance Management Grant	9 BPDM personnel trained in 17/18 FY	9 Budget and Treasury personnel trained on Financial Systems by 30 June 2019	R 1 000 000	R 1 825 743	Budget and Treasury Office	Achieved 9 Budget and Treasury personnel trained on Financial Systems	Not Applicable	Not Applicable	9 BTO personnel trained in Finance Systems and 2 Interns attended MFMP	Report

# GLOSSARY

## BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Outcome 9	OUTPUT 2	Improving access to basic services									
	OUTPUT 4	Actions supportive of the human settlement outcome									
	10 POINT PLAN NUMBER 1	Improve the quantity and quality of municipal basic services to the people in the area of access to water, sanitation, electricity, waste management, roads and disaster management									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Provision of new water infrastructure in support of Local Municipalities towards free basic services	Number of Boreholes, Pipelines and Storage Tank constructed	1 borehole, Pipelines and Storage completed in 2017/18 FY	1 borehole, Pipelines and Storage completed in 2017/18 FY	R 5 000 000	R 852 537	Technical Services	Not Achieved 1 borehole completed, pipe laying is at 90%, stand pipes is at 80% and the construction of the foundation of the tank is at 60%	The Contractor could not complete the project due to financial constraints experienced by the Municipality	Delivery of storage tank will be done during 1st Quarter 19/20FY and the project will be completed.	2 Boreholes, Pipelines and 1 storage tank completed	Completion Certificate
Provision of new sanitation infrastructure in support of Local Municipalities towards free basic services	Number of sanitation projects constructed	459 VIP Toilets Dislodged in Derby (Kgetlengrivi er LM) 2017/18 FY	1 sanitation project of constructing 120 VIP Toilets in Dihibidung (Moretele LM) completed by 30 June 2019	R 2 000 000	0	Technical Services	Achieved 120 VIP toilets constructed	Not Applicable	Not Applicable	Toilets dislodged (100HH) in Mazista and (459HH) in Derby	Completion Certificate
Provision of new roads infrastructure in support of Local Municipalities towards free basic services	Number of Roads programme completed	1 Road Project (2.5 km) completed in Letlhakeng (Moses Kotane LM) 2017/18 FY	0,1 kms internal roads paved and completed in Reagile (Phase 1) by 30 June 2019 (Kgetlengrivier LM)	R 5 000 000	R 5 068 670	Technical Services	Achieved 0,487kms internal road paved	Not Applicable	Not Applicable	1.8kms of internal roads paved	Completion Certificate

# GLOSSARY

Outcome 9	OUTPUT 2	Improving access to basic services									
	OUTPUT 4	Actions supportive of the human settlement outcome									
	10 POINT PLAN NUMBER 1	Improve the quantity and quality of municipal basic services to the people in the area of access to water, sanitation, electricity, waste management, roads and disaster management									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Provision of Transport Planning and Community Safety support	Number of Transport Planning projects developed by BPDM	1 Transport Planning project implemented in 17/18 FY	1 Rural Roads Asset Management System report for BPDM completed by 30 June 2019	R 2 364 00	R 1 925 887	Technical Services	Achieved 1 RRAMS Final Technical Report	Not Applicable	Not Applicable	1 Rural Roads Asset Management System technical report completed	RRAMS Final Technical Report
		4 transport support programmes supported in 17/18FY	4 transport support programmes financially supported by 30 June 2019	R 200 000	R 141 908	Technical Services	Achieved 4 transport support programmes financially supported	Not Applicable	Not Applicable	4 transport support programmes financially supported	Report
		5 community safety programmes financially supported in 17/18 FY	4 community safety programmes financially supported by 30 June 2019	R 200 000	R 187 047	Technical Services	Achieved 4 community safety programmes financially supported	Not Applicable	Not Applicable	5 community safety programmes financially supported	Report
To support local municipalities to improve the quantity and quality of municipal disaster management and Fire Services	Number of Community Based Disaster Risk Assessments completed in BPDM region	20 Community Based Disaster Risk Assessments completed in 17/18 FY	20 Community Based Disaster Risk Assessments completed by 30 June 2019 in BPDM region	R 52 650	R 29 866	Community Development Services	Achieved 20 Community Based Disaster Risk Assessments completed	Not Applicable	Not Applicable	20 Community Based Disaster Risk Assessments completed	Report

# GLOSSARY

Outcome 9	OUTPUT 2	Improving access to basic services									
	OUTPUT 4	Actions supportive of the human settlement outcome									
	10 POINT PLAN NUMBER 1	Improve the quantity and quality of municipal basic services to the people in the area of access to water, sanitation, electricity, waste management, roads and disaster management									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
To support local municipalities to improve the quantity and quality of municipal disaster management and Fire Services	Number of Public Awareness campaigns conducted in BPDM	20 Public Awareness campaigns conducted in 17/18 FY	20 Public Awareness campaigns conducted in BPDM region by 30 June 2019	R 131 660	R 187 839	Community Development Services	Achieved 20 Public Awareness campaigns conducted	Not Applicable	Not Applicable	20 Public awareness campaigns conducted	Report
To support local municipalities in Sport, Arts and Culture	Number of sport programmes implemented and financially supported by BPDM	5 Sports programmes supported in 17/18 FY	5 sport programmes to be implemented and financially supported by BPDM by 30 June 2019	R 921 125	R 915 250	Community Development Services	Achieved 5 sport programmes implemented	Not Applicable	Not Applicable	7 sport programmes supported and implemented	Reports & photos
	Number of Local Municipalities supported by BPDM with sport equipment	6 sporting codes supported in Local Municipalities in 17/18 FY	5 Local Municipalities supported by BPDM with sport equipment by 30 June 2019	R 280 000	R 330 813	Community Development Services	Achieved 5 Local Municipalities supported with sport equipment	Not Applicable	Not Applicable	6 sporting codes supported with equipment	Photos & report
	Number of Arts and Culture events/programmes hosted and financially supported by BPDM	4 Arts and Culture events hosted in 17/18 FY	5 Arts and Culture events/programmes to be hosted and financially supported by 30 June 2019	R 310 565	R 201 021	Community Development Services	Achieved 5 Arts & Culture events/programmes supported	Not Applicable	Not Applicable	5 Arts and Culture events/programmes hosted and financially supported	Report

# GLOSSARY

Outcome 9	OUTPUT 2	Improving access to basic services									
	OUTPUT 4	Actions supportive of the human settlement outcome									
	10 POINT PLAN NUMBER 1	Improve the quantity and quality of municipal basic services to the people in the area of access to water, sanitation, electricity, waste management, roads and disaster management									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
To support local municipalities to improve the quantity and quality of municipal disaster management and Fire Services	Number of local municipalities supported by BPDM with equipment for disaster incidents	5 local municipalities supported with disaster equipment in 17/18FY	5 local municipalities supported with equipment for disaster incidents by 30 June 2019	R 3 076 850	R 3 076 850	Community Development Services	Not Achieved 3 Local Municipalities supported with disaster equipment	Only 3 local municipalities were supported with equipment as they were in need of disaster equipment	Disaster equipment will only be delivered to the needy municipalities.	Disaster equipment procured and delivered	Report
To support local municipalities to improve the quantity and quality of municipal waste management, climate change, air quality and biodiversity	Number of climate change awareness programmes implemented in Bojanala District	4 initiatives implemented in 17/18 FY	3 climate change awareness programmes implemented within Bojanala District by 30 June 2019	R 390 663	R 300 031	Health and Environmental Services	Achieved 5 climate change awareness programmes implemented	Not Applicable	Not Applicable	4 climate change awareness programmes implemented	Report
	Number of illegal dumping sites rehabilitated within Bojanala District	2 illegal dumping programmes implemented in 17/18FY	2 Illegal dumping sites in Bojanala District rehabilitated by 30 June 2019	R 321 200	R 20 649 126	Health and Environmental Services	Achieved 2 Illegal dumping sites in Bojanala District rehabilitated	Not Applicable	Not Applicable	2 illegal dumping sites rehabilitated	Report
	Number of Municipal Health outreach activities conducted for Environmental Health compliance with legislation	7 Municipal Health outreach activities implemented during 17/18 FY	9 Municipal Health outreach activities implemented within the Bojanala Region by 30 June 2019	R 300 000	R 494 402	Health and Environmental Services	Achieved 9 Municipal Health outreach activities implemented	Not Applicable	Not Applicable	7 Municipal Health outreach activities implemented	Report



# GLOSSARY

Outcome 9	OUTPUT 2	Improving access to basic services									
	OUTPUT 4	Actions supportive of the human settlement outcome									
	10 POINT PLAN NUMBER 1	Improve the quantity and quality of municipal basic services to the people in the area of access to water, sanitation, electricity, waste management, roads and disaster management									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
To support local municipalities to improve the quantity and quality of municipal waste management, climate change, air quality and biodiversity	5 waste recovery awareness campaigns implemented in 5 Local Municipalities in 17/18FY	5 waste recovery awareness campaigns implemented in 5 Local Municipalities in 17/18FY	5 waste recovery awareness campaigns implemented in Bojanala Region by 30 June 2019	R 163 250	R 18 381 126	Health and Environmental Services	Achieved 5 waste recovery awareness campaigns implemented	Not Applicable	Not Applicable	Awareness campaigns implemented in 5 Local Municipalities	Report
	Number of biodiversity projects implemented in Bojanala Region	5 Biodiversity projects implemented in 17/18FY	5 greening biodiversity projects implemented in Bojanala Region by 30 June 2019	R 315 900	R 189 395	Health and Environmental Services	Achieved 5 greening biodiversity projects implemented	Not Applicable	Not Applicable	1 greening biodiversity project implemented in 5 Local Municipalities	Report
	Number of environmental education and awareness programmes implemented in Bojanala region	4 environmental and education awareness programmes implemented in 17/18FY	4 environmental and education awareness programmes implemented in Bojanala Region by 30 June 2019	R 1 091 266	R 2 682 535	Health and Environmental Services	Achieved 5 environmental and education awareness programmes implemented	Not Applicable	Not Applicable	4 environmental and education awareness programmes implemented	Report

# GLOSSARY

## LOCAL ECONOMIC DEVELOPMENT

Outcome 9	OUTPUT	Implementation of the community work programme									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Enhance the municipal contribution to job creation and sustainable livelihoods through Local Economic Development	Number of Enterprises supported by BPDM	2 Enterprises supported in 17/18 FY	Financial support towards construction of a factory for Disake Sewing Project 3rd phase by 30 June 2019	R 1 500 000	R 1 507 400	Economic Development, Tourism, Mining & Rural Development	Achieved Financial support towards construction of a factory 3rd phase implemented	Not Applicable	Not Applicable	Financial support towards construction of a factory implemented	Completion certificate
			Financial support towards Co-operatives/SMM Es within BPDM by 30 June 2019	R 1 424 550	R 1 976 154	Economic Development, Tourism, Mining & Rural Development	Achieved 2 Co-operatives/SM MEs financially supported	Not Applicable	Not Applicable	New	Report
		1 training initiative implemented in 17/18FY	1 training initiative implemented for small scale mining in Bojanala region by 30 June 2019	R 697 950	R 65 697	Economic Development, Tourism, Mining & Rural Development	Not Achieved Training was not implemented	Training could not be implemented as the Service Provider was not paid by BPDM due to cash flow challenges.	Training will be rescheduled during 2019/20 FY as soon as the service provider is paid.	Training for small scale miners implemented	Report
	Number of Agriculture and Rural Development training session facilitated for Bojanala Region	2 training sessions held in 2016/17	1 Agriculture and Rural Development training session facilitated for Bojanala Region by 30 June 2019	R 210 000	R 210 000	Economic Development, Tourism, Mining & Rural Development	Achieved 1 Agriculture & Rural Development training facilitated	Not Applicable	Not Applicable	New	Report

# GLOSSARY

Outcome 9	OUTPUT	Implementation of the community work programme									
Strategic Objective	Key performance indicator	Baseline	Annual Target	Operating Budget	Annual Expenditure	Responsible Department	Annual Performance	Reason for variance	Corrective measures	2017/18 Performance	Portfolio of Evidence
Enhance the municipal contribution to job creation and sustainable livelihoods through Local Economic Development	Number of Agricultural Co-operatives financially supported	5 Agricultural Cooperatives supported in 17/18 FY	4 Agriculture and Rural Development Cooperatives financially supported by 30 June 2019	R 786 282	R 303 810	Economic Development, Tourism, Mining & Rural Development	Achieved 5 Co-operatives financially supported	Not Applicable	Not Applicable	5 Co-operatives financially supported	Report
	Number of livestock improvement programme activities for Agri-park financially supported	1 programme supported in 17/18 FY	5 Agri-park livestock improvement programme activities financially supported in BPDM by 30 June 2019	R 1 065 700	R 1 210 915	Economic Development, Tourism, Mining & Rural Development	Achieved 5 Agri-park livestock improvement activities financially supported	Not Applicable	Not Applicable	5 FPSUs financially supported	Report
	Number of District Tourism activities financially supported in Bojanala Region	New	5 District Tourism activities financially supported by 30 June 2019	R 500 000	R 717 742	Economic Development, Tourism, Mining & Rural Development	Achieved 5 District Tourism activities financially supported	Not Applicable	Not Applicable	7 Tourism establishments successfully graded	Report
	Number of District Tourism exhibition events held in Bojanala Region	New	2 District Tourism exhibition events to be held in Bojanala by 30 June 2019	R 106 900	R 84 300	Economic Development, Tourism, Mining & Rural Development	Achieved 2 District Tourism exhibition events held	Not Applicable	Not Applicable	4 District Tourism Associations financially supported with marketing brochures	Report

## CAPITAL PROJECTS FUNDED BY THE MUNICIPALITY 2018/19 FY

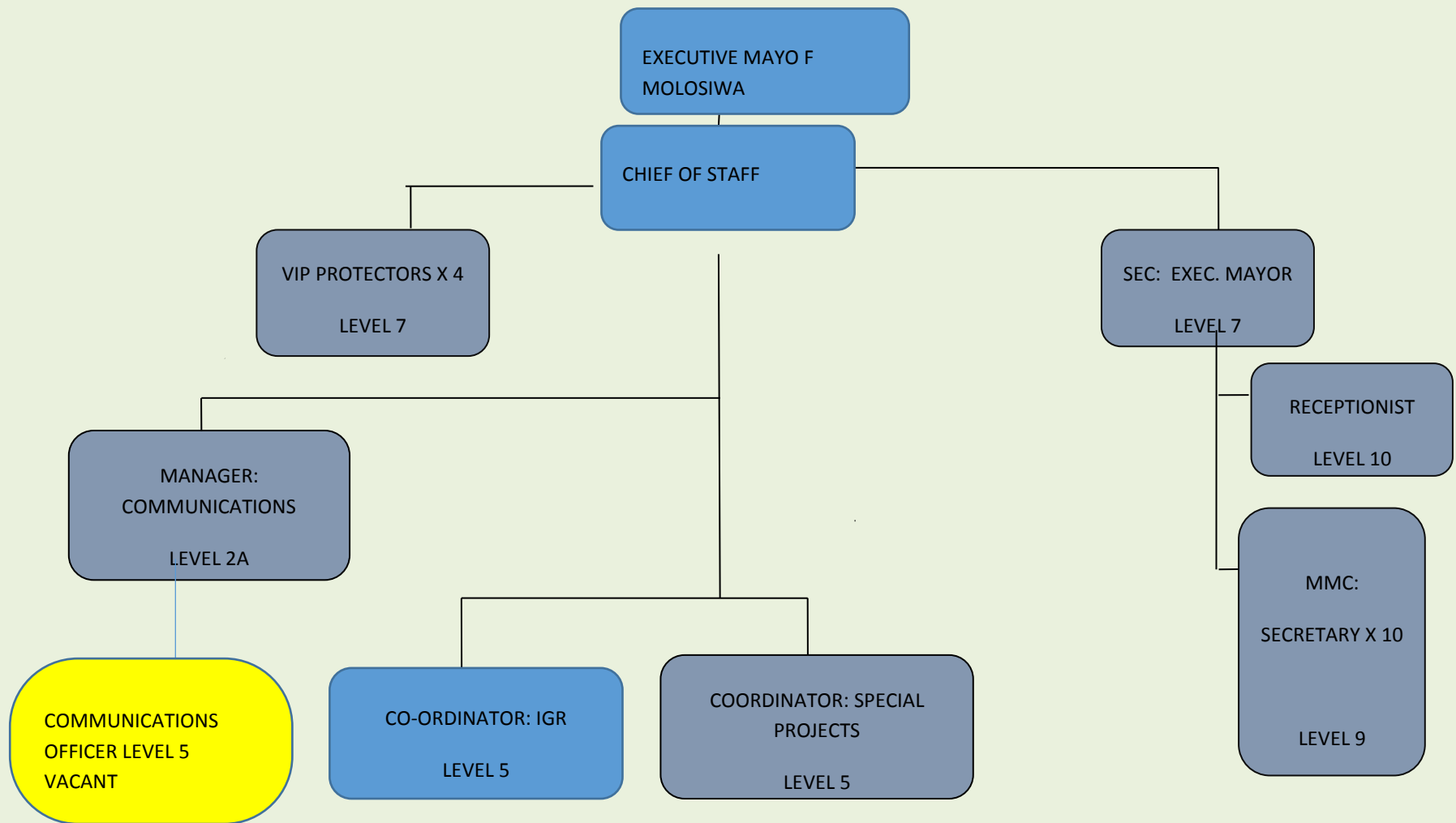
No.	Service Provider	Project Name	Start date	End date	Project e Budget	Expenditure by 30/06/2019	Type of project	Performance target 2017/18	Actual performance achieved by the end 2017/18	Performance target 2018/19	Actual performance achieved by the end of 2018/19	Action taken to address poor performance
1	Maranje Consulting	1 borehole, Pipelines and Storage completed in Brakkuil-Moses Kotane LM	8 November 2018	Incomplete	R 5 000 000	R4,099,865.32	Water Project	2 Boreholes , Pipelines and Storage tank constructed	2 Boreholes , Pipelines and 1 storage tank	1xborehole , pipelines and storage tank	Incomplete	None- Payment of invoices remains a challenge
2	Telawize (Pty) Ltd	0,1 kms internal roads paved and completed in Reagile (Kgetlengrivier LM)	9 October 2018	30 June 2019	R 5 000 000	R4,624,006.26	Roads Programme	1.56kms internal roads paved/co nstructed	1.8kms internal roads paved	0.1 kms internal roads paved	0.487 kms internal roads paved	Not Applicable
3	AES Consultants	1 sanitation project of constructing 120 VIP Toilets in Dihibidung (Moretele LM)	6 November 2018	30 June 2019	R 2 000 000	R1,877,523.73	Sanitation	Dislodging of toilets in Mazista (100HH) and Derby (459HH)	559 toilets dislodged	120 VIP Toilets Constructed	120 VIP Toilets Constructed	Not Applicable

---

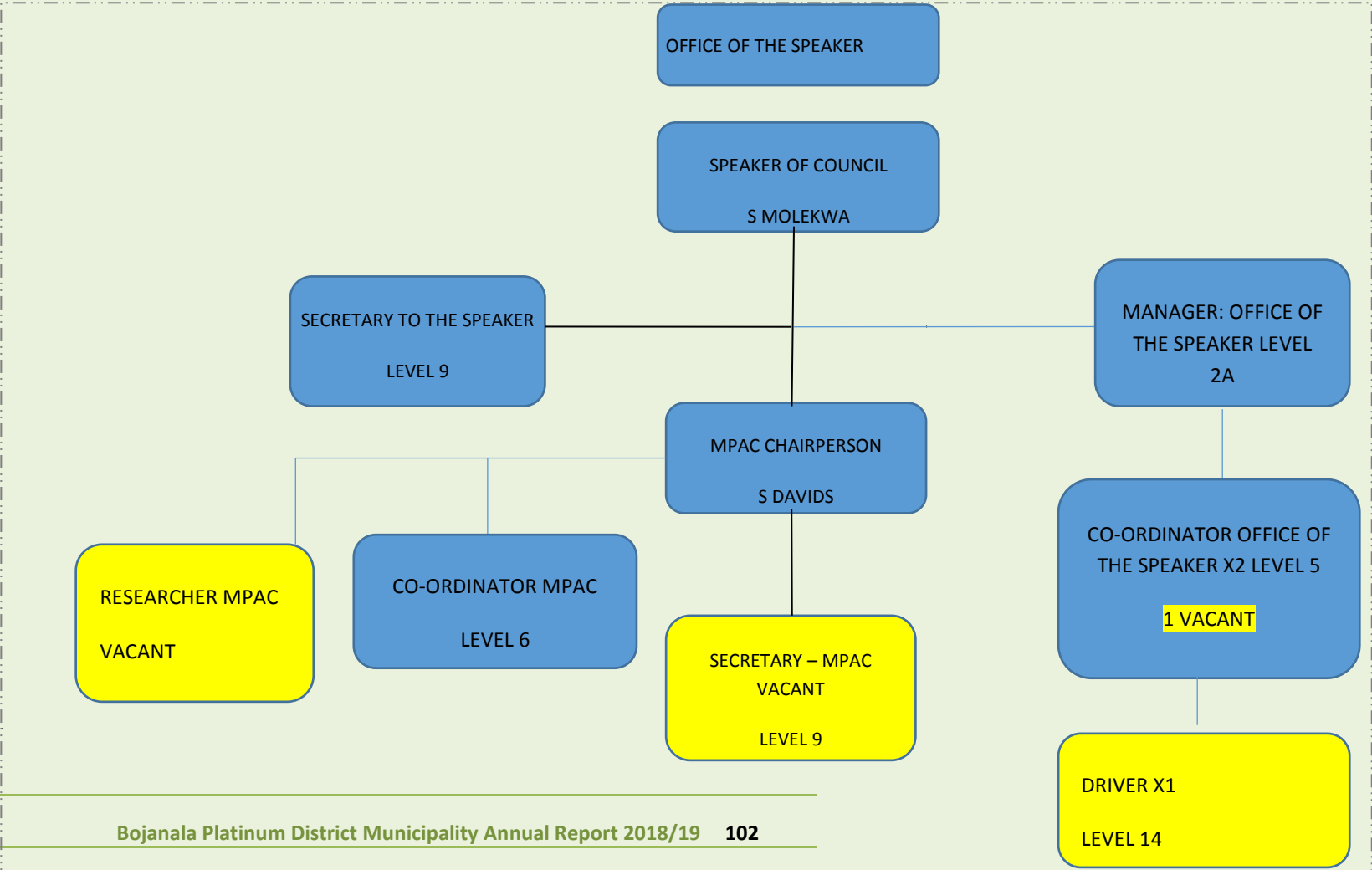
## **ORGANISATIONAL STRUCTURE**

### **OFFICE OF THE EXECUTIVE MAYOR**

## ORGANISATIONAL STRUCTURE OFFICE OF THE EXECUTIVE MAYOR



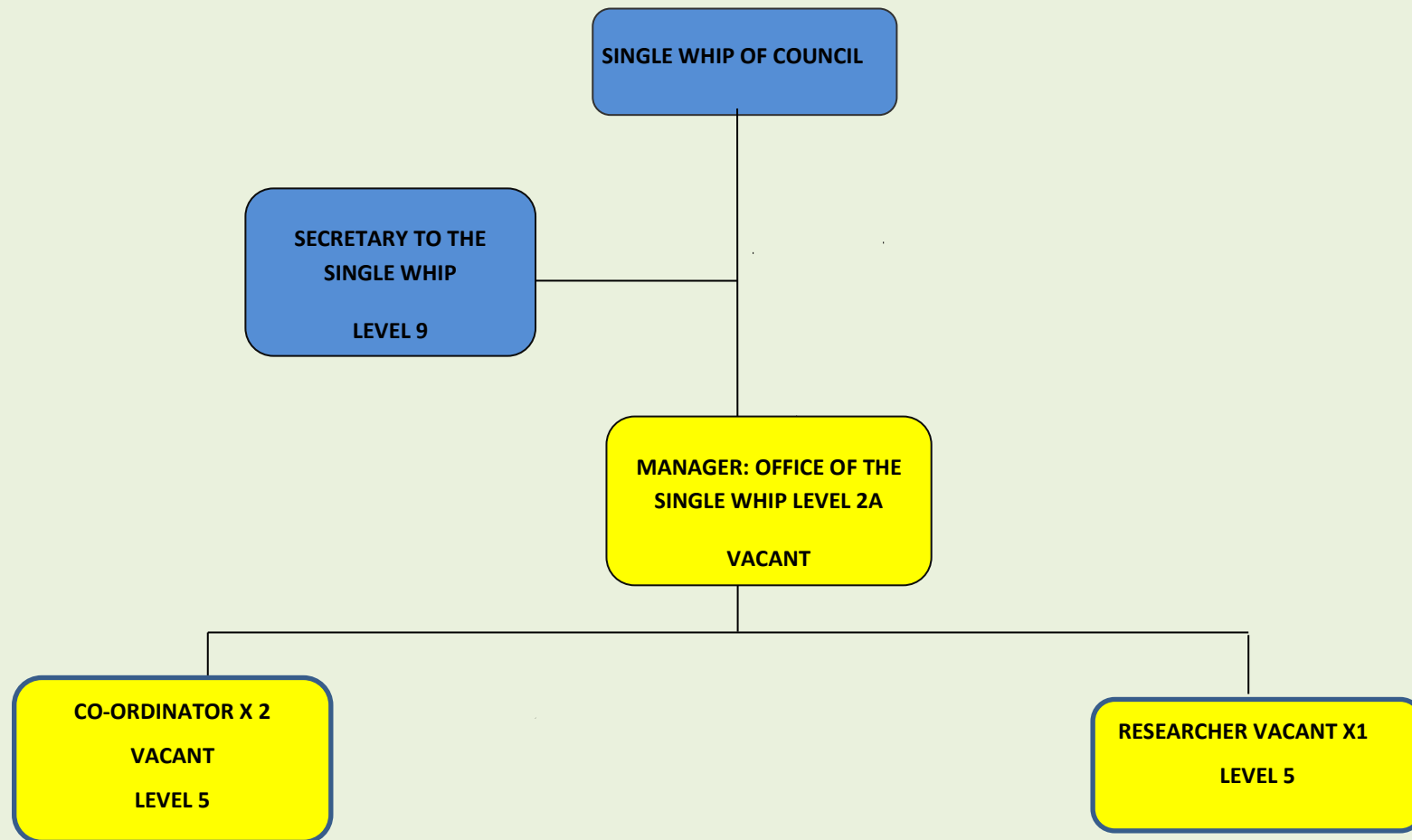
# OFFICE OF THE SPEAKER



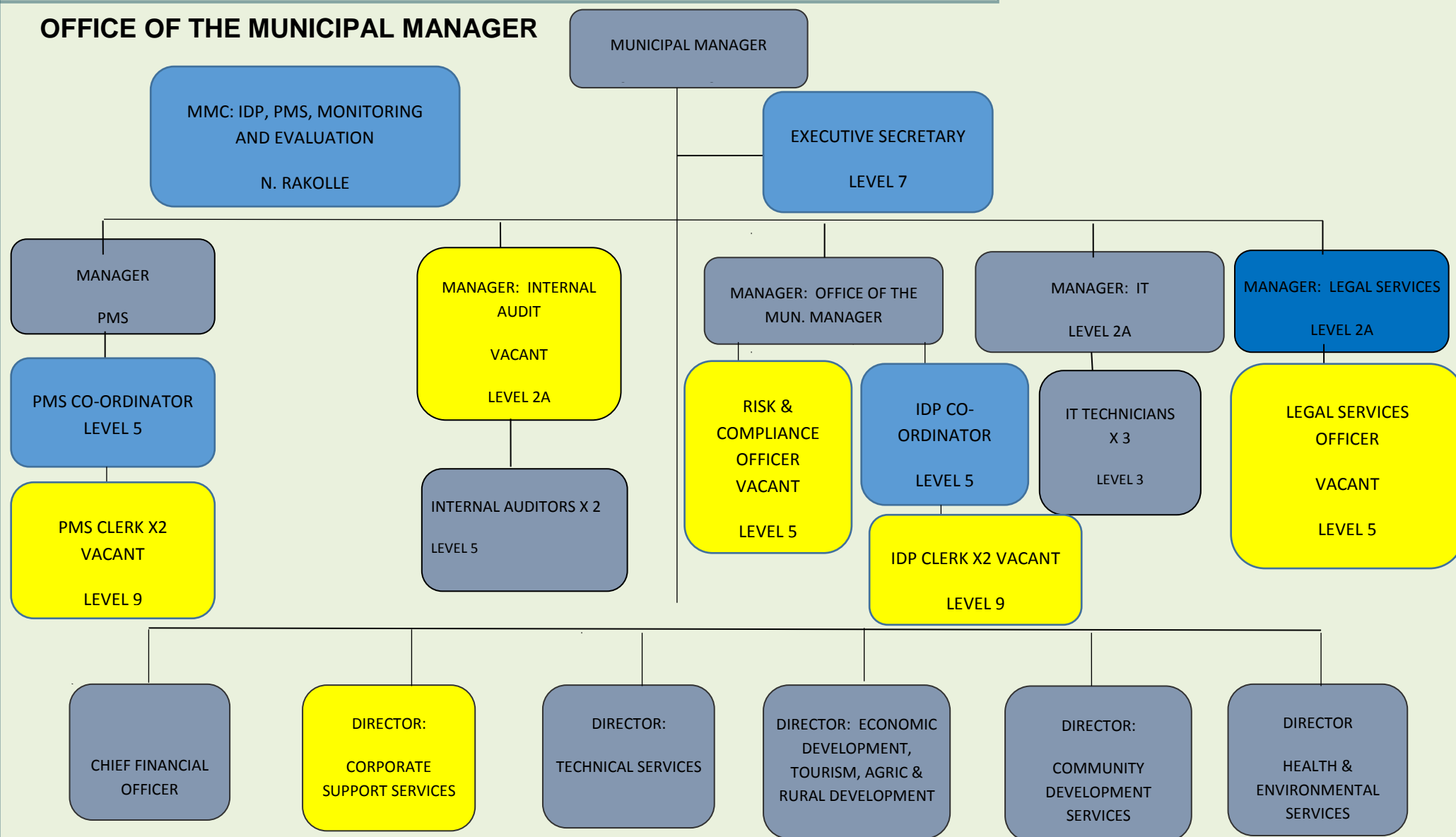




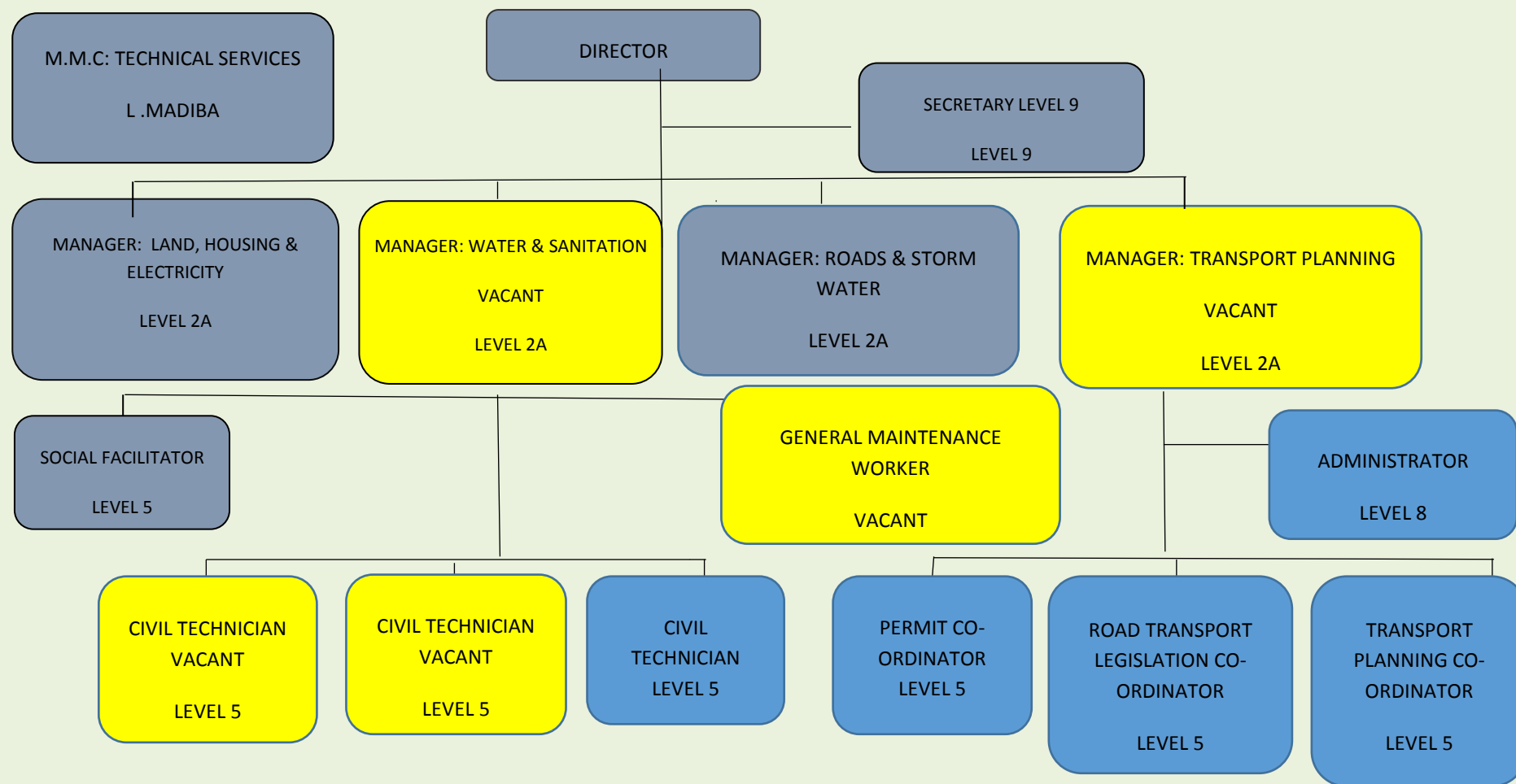
## OFFICE OF THE SINGLE WHIP



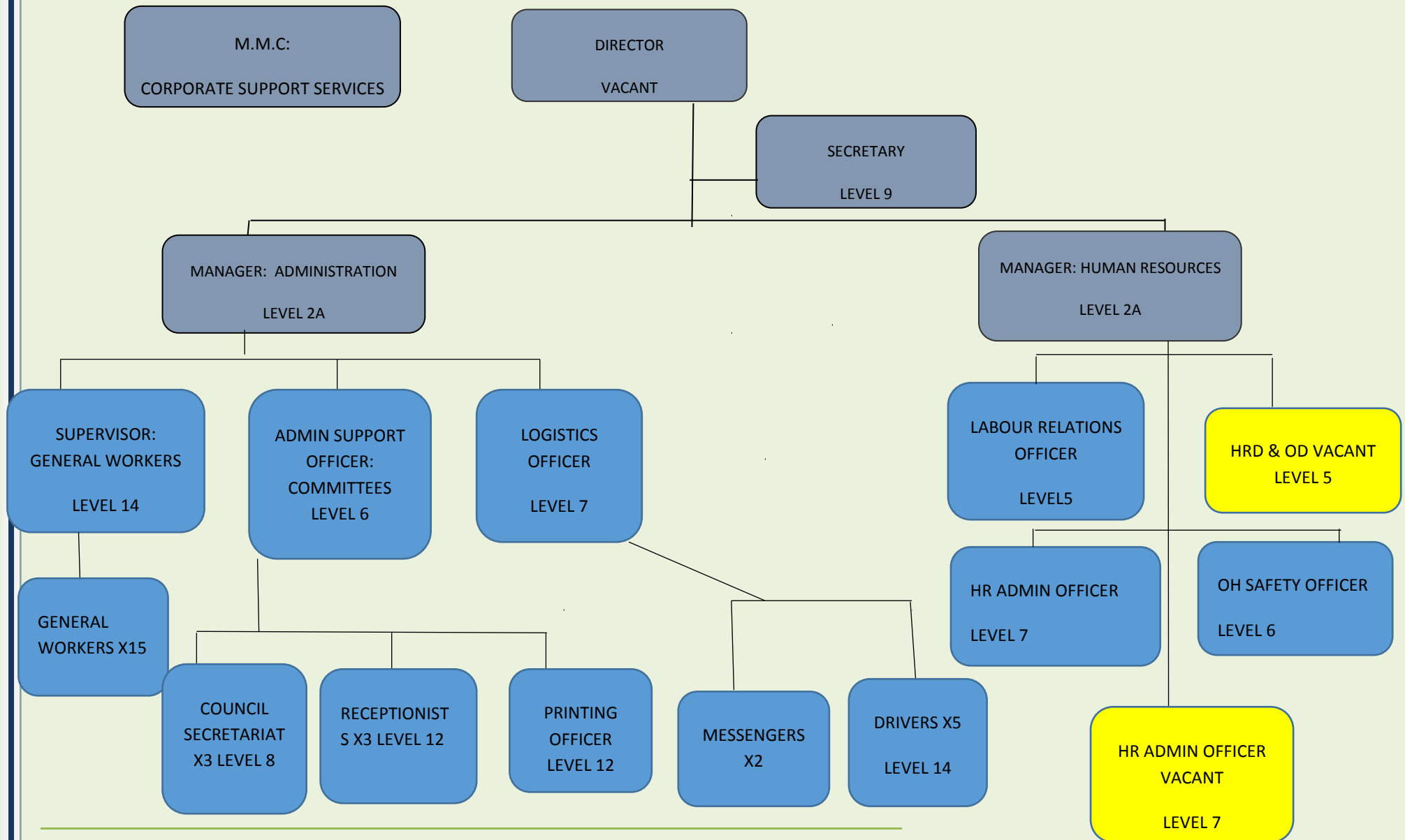
## OFFICE OF THE MUNICIPAL MANAGER



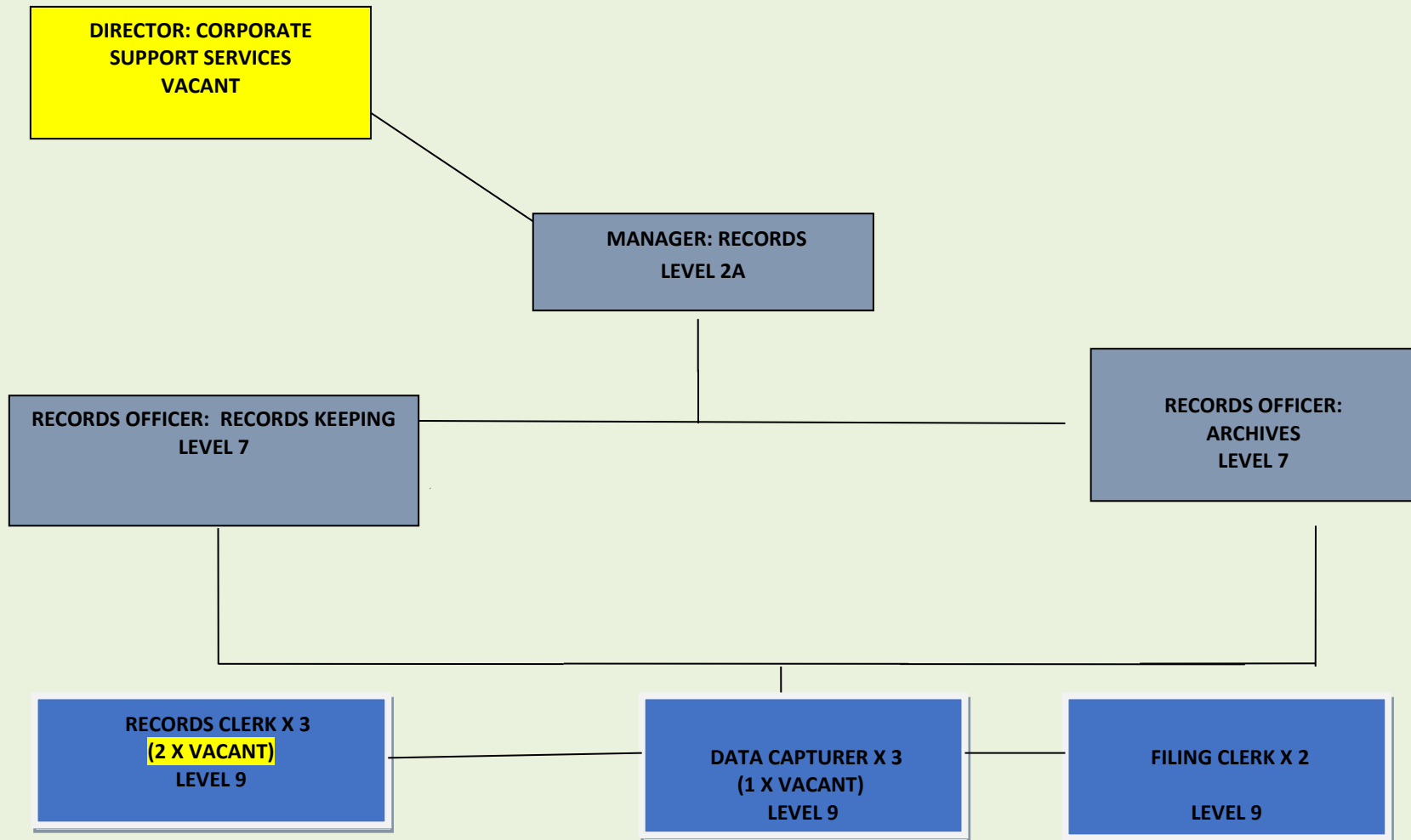
## TECHNICAL SERVICES



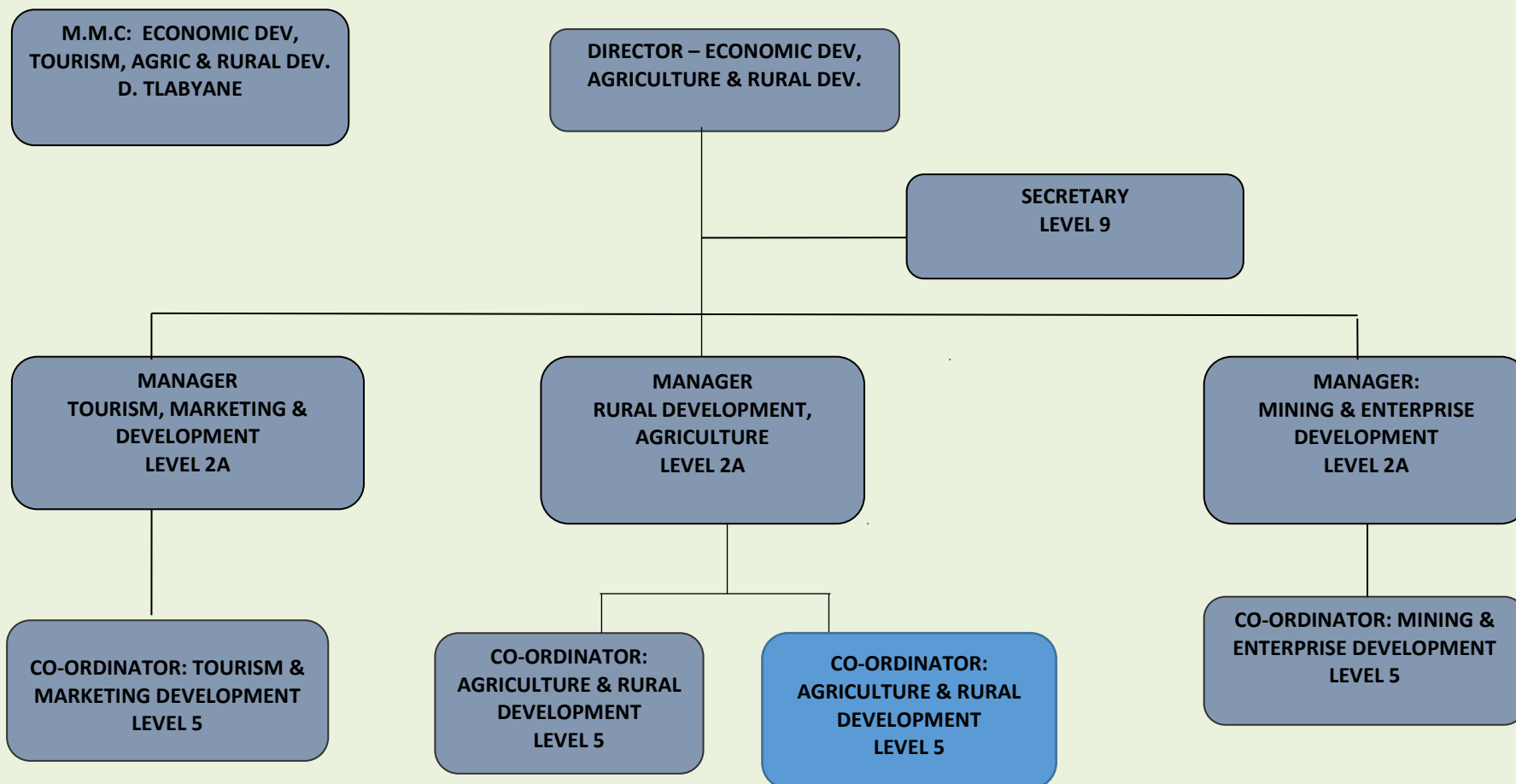
## DEPARTMENT OF CORPORATE SUPPORT SERVICES



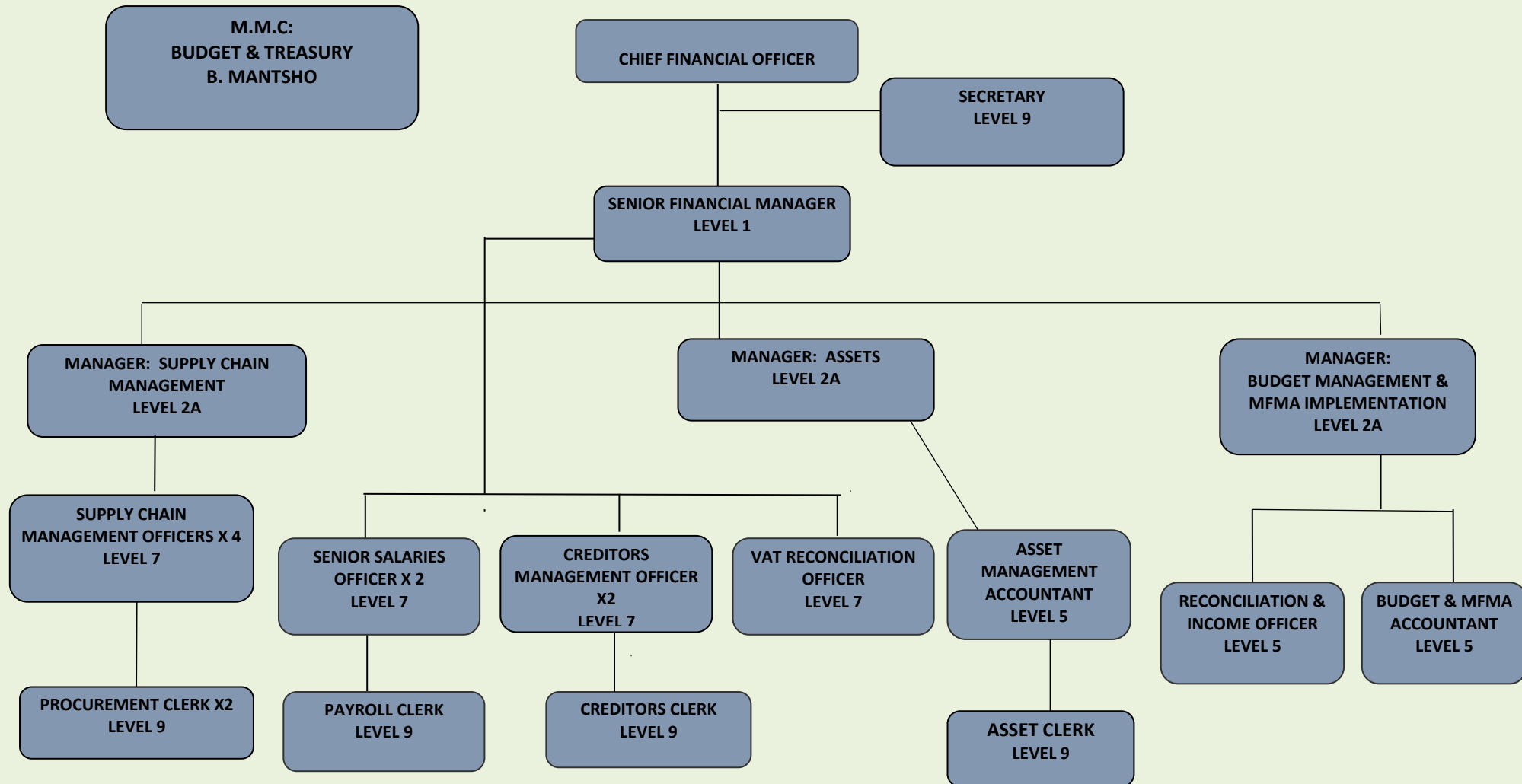
## CORPORATE SUPPORT SERVICES: “B” RECORDS UNIT



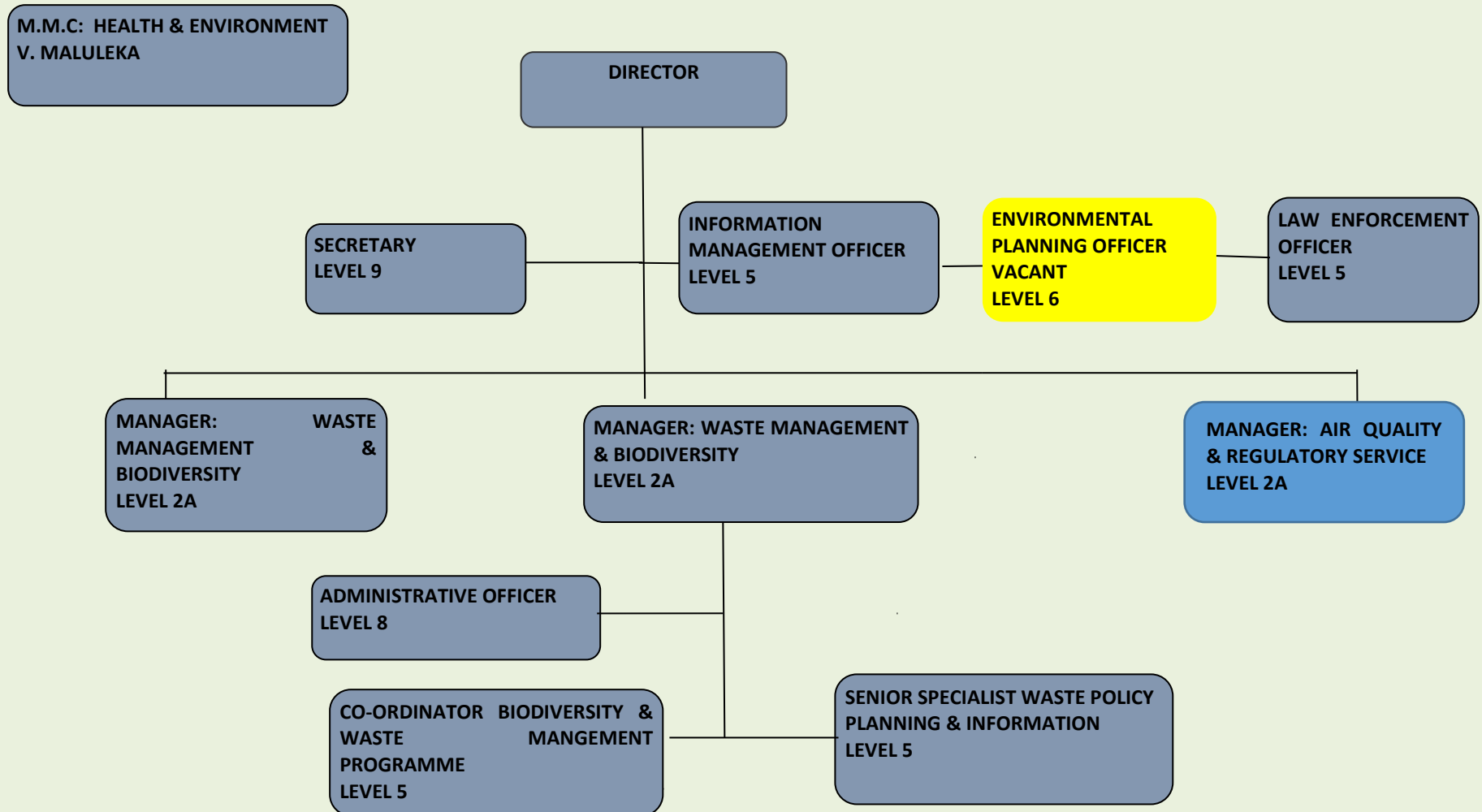
## DEPARTMENT OF ECONOMIC DEVELOPMENT, TOURISM & AGRICULTURE DEVELOPMENT



## BUDGET & TREASURY

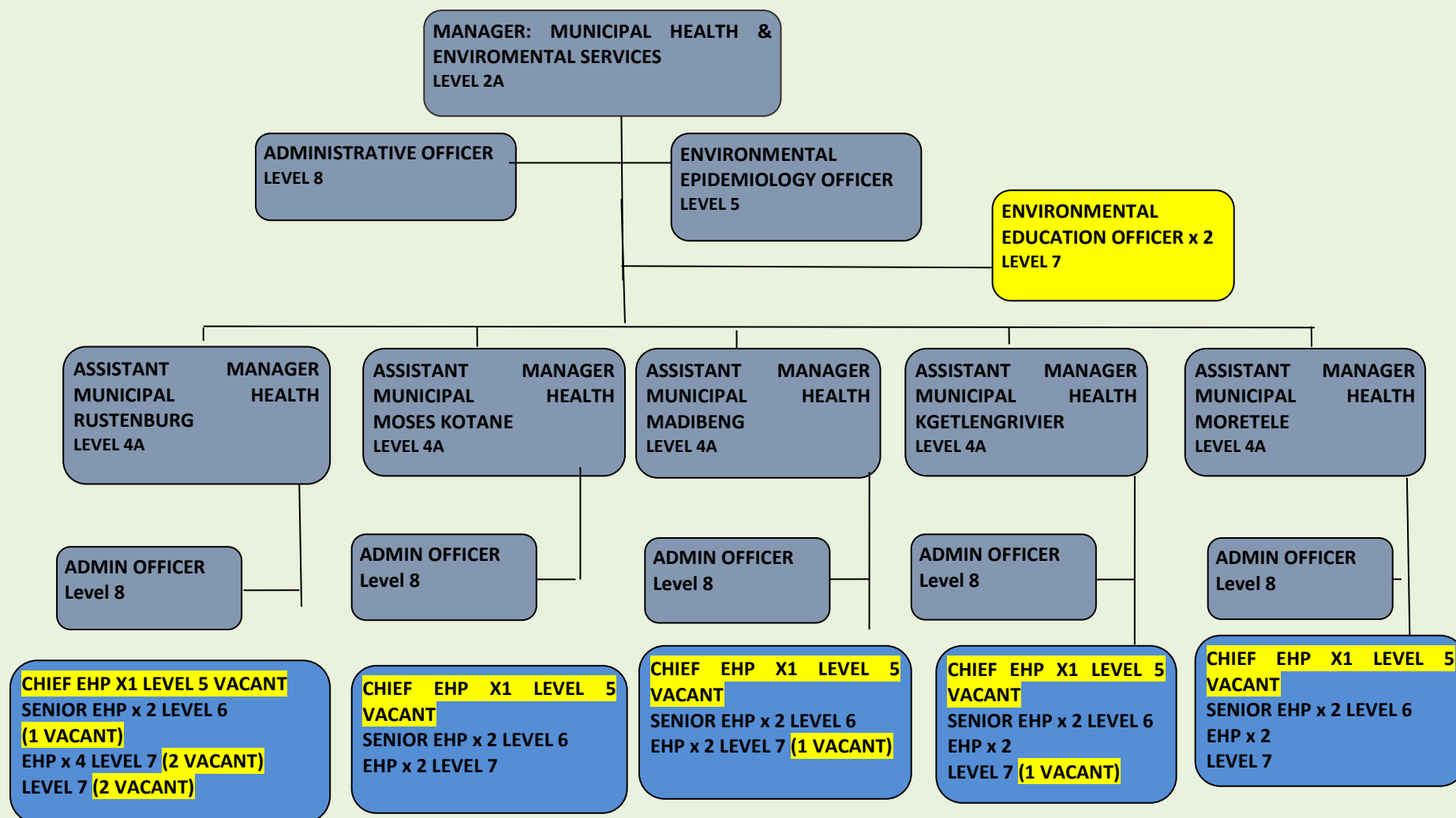


## DEPARTMENT OF MUNICIPAL HEALTH & ENVIROMENTAL SERVICES (A)

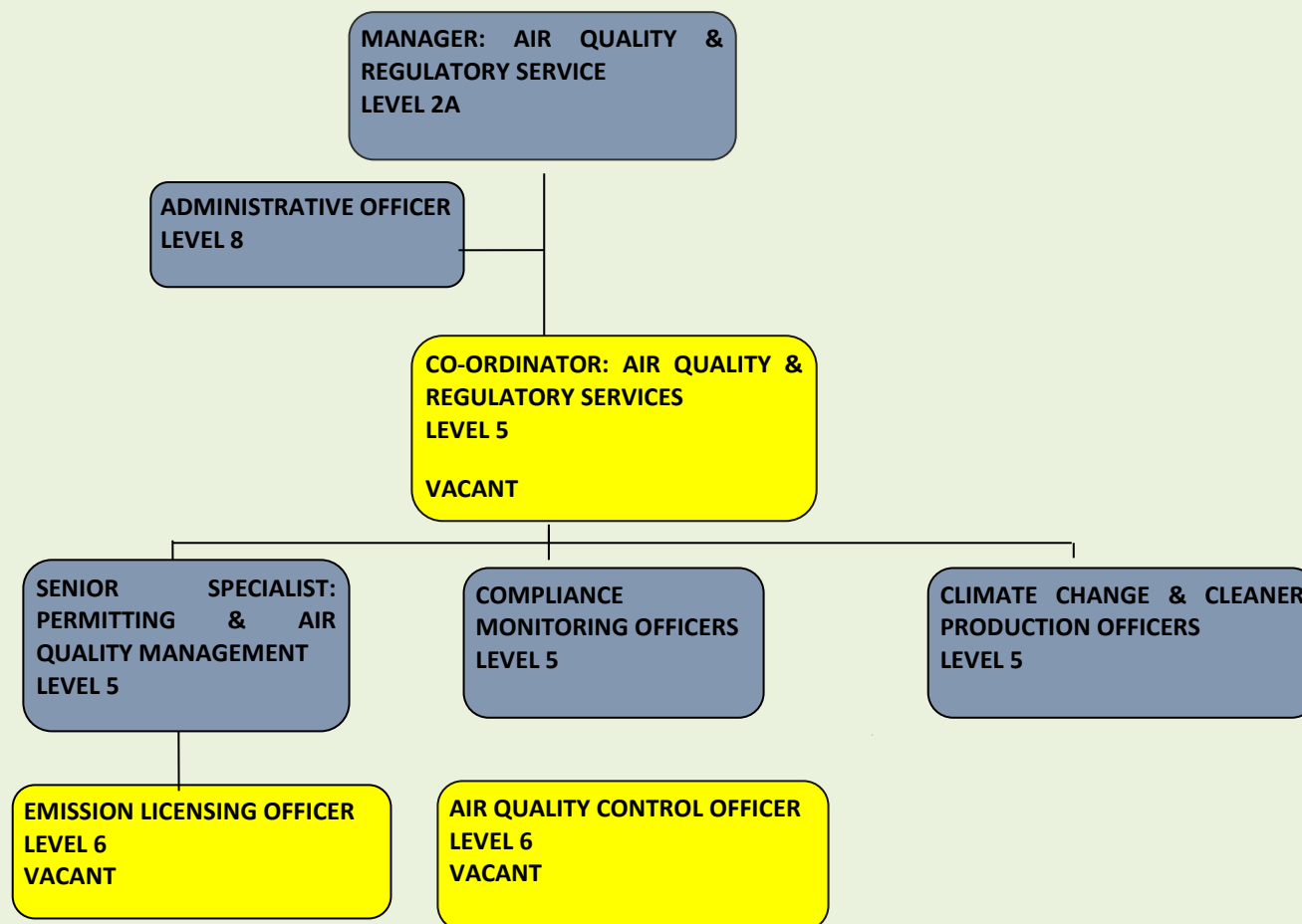




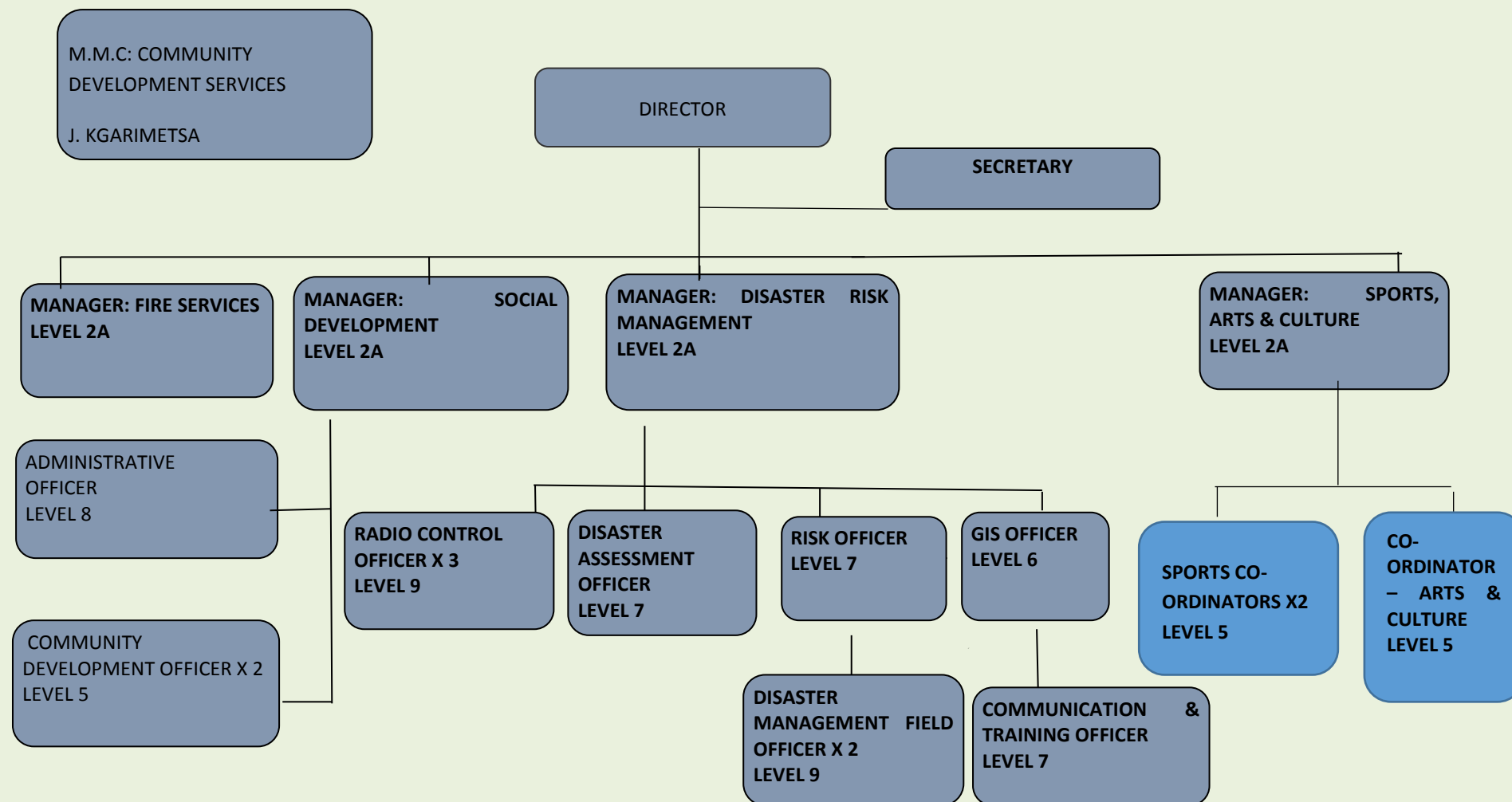
## DEPARTMENT OF MUNICIPAL HEALTH & ENVIROMENTAL SERVICES (B)



## DEPARTMENT OF MUNICIPAL HEALTH & ENVIROMENTAL SERVICES (C) AIR QUALITY & REGULATORY SERVICE



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES (A)



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES (B)-FIRE SERVICES

